Accountability & Transparency Review Team 2 (ATRT 2)
Face-to-Face Meeting 03 – Los Angeles
Thursday, 2 May – Friday, 3 May 2013
PRELIMINARY REPORT

Volunteer RT Members

Alan Greenberg

Avri Doria

Brian Cute

Carlos Raúl Gutierrez

David Conrad

Demi Getschko

Fiona Asonga

Heather Dryden

Jørgen Abild Andersen

Lise Fuhr

Olivier Crépin-Leblond

Steve Crocker

Xinsheng Zhang

Apologies

Lawrence Strickling

Michael Yakushev

Remotely

Stephen Conroy

Invited Participants

Feng Guo

Fiona Alexander

Paul Diaz

Supporting Staff

Alice Jansen

Charla Shambley

Denise Michel

Larisa Gurnick

ATRT 1 Implementation Team

Adam Peake

Amy Stathos

Bill Graham

Brian Peck

David Olive

Diane Schroeder

Jamie Hedlund

Jeannie Ellers

Joette Joukhanna

Olof Nordling

Samantha Eisner

Sébastien Bachollet

Steve Antonoff

WHOIS Implementation Team

Chris Gift

Dan Halloran

Lynn Lipinski

Maguy Serad

Margie Milam

Steve Sheng

SSR Implementation Team

Patrick Jones

Recordings and transcripts may be found on the wiki at:
https://community.icann.org/display/ATRT2/Los+Angeles+-+2-3+May+2013

The Accountability and Transparency Review Team 2 (ATRT2) undertook the following during this session:

1) **Agenda & Preliminary Reports**

The Review Team resolved to adopt the following:

- proposed face-to-face meeting agenda;
- preliminary report of call 03;
- preliminary report of call 04.

Jørgen Abild Andersen asked to clarify item 10 with respect to international outreach of the Beijing meeting preliminary report which the Team adopted on 25 April.

Declaration of Interest & Conflict of Interest Policy

The Review Team Chair called for any updates. None were raised.

2) **Implementation**

The Review Team acknowledged receipt of ATRT 1 and WHOIS implementation spreadsheets that compile implementation Teams' input prepared in response to the Review Team's questions. The Review Team took note that the distribution of the SSR spreadsheet would be deferred to an ulterior date. To view the WHOIS and ATRT 1 spreadsheets, please refer to the wiki page: https://community.icann.org/display/ATRT2/Information+provided+by+ICANN+Staff. Due to the large volume of information and detail contained in the spreadsheets, Review Team Members were unable to thoroughly review the content within the given timeframe. They requested – as a result – that the individuals responsible for the implementation of ATRT 1, WHOIS and SSR recommendations walk the Review Team through each recommendation and share their feedback and reactions with a view to optimizing the development of the next set of recommendations. This session triggered a fruitful discussion and exchange of information. The Review Team stressed the iterative nature of this process. It resolved to reflect on the input received and to assemble follow-up questions during its upcoming call on 9 May, to be circulated to Staff. In addition, follow-up sessions will be held, notably with the SSR implementation Team and Christina Rodriguez (ATRT 1 discussion on multilingual services). Samantha Eisner will circulate a decisional checklist for policy-related decisions and Chris Gift will provide supplemental information on WHOIS recommendations 6 and 14. All input on implementation should be collected throughout May and June 2013 i.e. prior to Durban before any structured outreach to the ICANN Community. Input in spreadsheets and verbal remarks received in LA will be thoroughly reviewed prior to drafting a collective response. Metrics and benchmarks will be teased out from this material. Staff will assist, as needed.

3) **Public Comment**

The Review Team noted that the public comment period had been extended and the translations posted. It reviewed an interactive survey questionnaire prepared by Staff for the Review Team's consideration. The Review Team requested that a number of items be added to the questionnaire and that the revised version be shared with the Review Team Chair and Vice-Chair prior to public posting. The Review Team reiterated its intent to meet with the Community in Durban and to gather additional feedback.

4) Outreach to Governments

The Review Team Chair reported a meeting with ICANN CEO and President with respect to outreach to governments. Fadi Chehadé will discuss the Review Team's suggestion with Tarek Kamel and will communicate the outcome of this discussion to the Review Team.

5) Work Distribution

The Review Team reviewed the composition and scope of its work streams. The Review Team Chair requested that all work streams have volunteers who shoulder the Penholder, Chair and Facilitator roles. Review Team Vice-Chairs will take on the role of Facilitator. The Review Team proceeded to map out the issues within the work streams and identified additional issues to review. Staff offered to provide background and contextual information and to continuously alert the Review Team of any projects already underway on given topics, issues. Staff also suggested that prior assessment and analysis be performed on the items preliminarily identified as issues prior to flagging them as areas for inclusion in the Review Team's scope.

6) Terms of Reference

The Review Team reviewed the items in the Terms of Reference which were flagged as problematic or requiring further refinement. The Review Team cleared a section of the Terms of Reference but in absence of consensus and losing their quorum, they decided to defer the consolidation of the Terms of Reference to the subsequent call.

7) Activities

The Review Team expressed the intent to hold meetings with the Review Team Alumni: WHOIS, SSR, ATRT 1. Staff will seek guidance from the Review Team Chair and Vice-Chairs with respect to the format of these sessions. Staff announced that a process to streamline travel requests would be suggested to the Review Team in anticipation of Durban and Australia. The Review Team furthermore carved its Australia meeting dates in stone: 21-22-23 August. In addition, the Review Team Chair, Vice-Chairs and individuals who have volunteered to draft will stay an extra day on 24 August to conduct additional work. Staff to coordinate logistics accordingly for the meeting in Melbourne on these dates.