RSSAC Executive Committee Meeting

14 April 2014 | 14:00 UTC
icann.adobeconnect.com/rssac
Adigo Conference Bridge: 8365

Transcript of Adobe Connect room chat

<u>Roll Call</u>

A: not yet present

B: Bill Manning

C: Paul Vixie

D: Tripti Sinha

E:regrets

F: Suzanne Woolf

G: Jim Kassel

H:

I: Lars-Johan Liman

Daniel K:K: Daniel Karenberg

L:

M:

NTIA: Regrets

Root Zone Maintainer: Duane Wessels

IANA: Elise Gerich

from staff: Carlos Reyes, Julie Hedlund, Steve Sheng, Barb Roseman

IAB: Marc Blanchet

SSAC: Russ Mundy

<u>Agenda Review</u>

Request from Daniel to add item for secondaries from each representative

Liman: As for minutes, we'll keep using the notes from the meeting internally, and use those to produce more formal minuts

David Olive: Sorry for the interference I am on mute now. Please excuse me.

those would be posted as draft, then, when approved at the next meeting the "draft" comment would be removed.

Daniel K: misunderstanding, this is about nominations for those of us whose one-year terms expire

Daniel: I'm not sure that we've reached agreement on having 2nds do voting

Bill: We need to stop bootstrapping and get procedures in place, but I agree with Daniel's point

Elise: This is more a question of Duane appointing himself during the call as the secondary for A

Duane: I withdraw myself as the representative for A for this call

Liman: What needs to be done to close this issue of secondaries so we all know what we have to do to appoint a secondary

<u>Minutes</u>

Daniel: We need to approve the minutes of the call, which are currently not formal minutes but notes

Daniel: Then the appointment needs to come from the RSSAC member, not anyone else

Liman: OK, that is on the agenda for approving the minutes

Liman: Is anyone opposed to approving the minutes as I proposed in my email

Suzanne: no, I'm not opposed.

Daniel: I propose my motion DFK-01, and accept Liman's amendment

Daniel: read the motion, added: and notes are to be kept in the RSSAC internal motion.

Liman: Do we have consensus here:

roll call:

A:

B: yes

C: yes

D:

D: yes

E:

F: yes

Daniel K: suggest yo use phonetic spelling

G: yes

H:

J:

K: yes

L:

Marc Blanchet: alpha, beta, charlie, delta, echo, foxtrot, golf, hotel, india, ...

M:

Daniel K:j uliet, kilo, mike

I: yes

unanimous of those present

Carlos Reyes: Jun Murai has joined

epg: unanimous of those voting members who were present

Carlos Reyes: Also, Steve Sheng joined

Daniel: DFK-02, regarding how formal minutes should be prepared

Suz: second.

A:

B: yes

C: yes

Daniel K: C: yes

D: yes

Daniel K:D: yes

E:

Daniel K:E:

F: yes

Daniel K:F: yes

G: yes

H:

I: yes

K: yes

L:

M:

unanimous acceptance of voting members present

Jun Murai: I just joined!

Carlos Reyes: Liman: proposal to formally draft minutes from 14 March and 25 March

A:

B:

C: mute

B: yes

D:

E:

F: yes

G: yes

H:

I: yes

Suzanne: we should use phonetic alphabet to distinguish letters on the call: alpha, beta, charlie, delta,....

K: yes

L:

M: yes

Carlos Reyes:@Liman was there a second for this motion?

epg: Daniel

Carlos Reyes: Thanks, Daniel

vixie: for voting, i suggest naming the letters using ham radio codes like "able, baker, charlie, delta, echo, foxtrot," etc.

epg:why not the names of the attendess?

vixie:i also suggest that all votes be in the form of "in favour" or "opposed" since "aye" sounds like "I".

Carlos Reyes: Action Item: Staff to draft formal minutes of 14 March and 25 March for circulation

Liman: moving to the procedures document

Operational Procedures Document

More notes were sent via email even today

Let's start with electronic voting procedures: Daniel proposed using the ISOC methods

Suz: Just a high level point before we dive into specifics. I believe we still have a ways to go on this document, but let's prioritize getting the caucus up and running, not get held up in getting consensus on all other points before we get the caucus material agreed

Daniel: May I make a suggestion of how to proceed. I suggest we discuss the text I sent about the caucus first, then take up the other issues. Let's make establishing the caucus a priority, and do this outside the procedures document then we can integrate it into the procedures document later. We'll gain a couple of weeks on establishing the caucus

Bill: the markup I sent around last has all of Daniel's text included verbatim. We can do as Suzanne and Daniel have proposed and do this piecemeal or we can work off one of the few different versions we have

Carlos Reyes: I have uploaded the latest draft of the operational procedures document (Suzanne's draft from 14 April based on Bill's mark-up of Barb's document): https://community.icann.org/x/YxOMAg

Carlos Reyes: currently on the Adobe Connect room, too

Carlos Reyes: Proposal A: Address the specific issue of the Caucus first

Carlos Reyes: Proposal B: Focus on one draft of the operational procedures document

Barbara Roseman: If we can reach agreement on the caucus is that sufficient for the membership committee. If so, we should do that

Julie Hedlund:@Suzanne: SSAC created their procedures after being established; GNSO changes its procedures as needed on an ongoing basis.

Liman: haven't heard anyone disagreeing with that

Suzanne:+1

Julie Hedlund: Both groups have mechanisms to address and approve changes as they are needed.

Daniel: I don't think it's good procedure to do editing as a committee of the whole

Suzanne: I didn't intend my vesion for disucssion on this call.

Liman: the latest proposal we have here is to move to the caucus definition text that Daniel proposed.

Carlos Reyes: Text: https://community.icann.org/download/attachments/42734435/20140409-dfk-rssac-caucus.txt

Daniel: I want to draw attention to two things that might not be obvious, I consider all the members of RSSAC to be membes of the caucus formally
  so we would need to publish our interests and experience

Daniel: Secondly the procedures give us the possibility to poll the caucus for advice and opinions on any committee business.

Russ Mundy:did daniel just drop off or did I?

Barbara Roseman: russ, you may have dropped off

Russ Mundy: tks, will dial back in

Suzanne: I accidentally bailed on the connect room, sorry

epg: RSSAC members are only those individuals who have been nominated by the root server operators

epg: Caucus includes the RSSAC members and is not the RSSAC - is that what you said Daniel?

Suzanne: RSSAC members are the people submitted to the Board to be appointed as members, per the bylaws.

Suzanne: one o the ways in which the members serve is by prticipatin gin the work of the caucus

Barb: RSSAC members are formally appointed by the Board. The RSSAC Exec includes all of the members appointed by the Board and non-voting observers. The Caucus is where RSSAC work is conducted.

Bill: RSSAC Exec should not be used anymore.

epg: there are hands raised

Tripti: let's pick our name and stick with it RSSAC or RSSAC-Exec, or whichever, but let's pick one quickly

Liman: Should we proceed with this as a separate document or not

Suzanne: can someone from the membership committee comment?

Paul : this is fine, this is what we need

Daniel K: thanks for the praise ;-)

Daniel: I move that we adopt the document as motion DFK-04

Vixie seconds

epg: unanimous of the present voting members

RussMundy:http://www.icann.org/en/groups/ssac/biographies-13feb14-en.htm

C: yes

epg: Are we now less than the quorum

D: Yes

F: yes

G: yes

I: yes

K: yes

Russ Mundy: The above url is for the ssac bio & disclosure of interest

M: yes

Barbara Roseman: thanks russ

epg: thanks, russ

Action Item: Julie Hedlund to create a separate document defining the Caucus.

Transition of IANA Functions

Suzanne:http://www.icann.org/en/about/agreements/iana/transition/draft-proposal-08apr14-en.htm

Suzanne:http://www.icann.org/en/about/agreements/iana/iana-transition-scoping-08apr14-en.pdf

Liman: moving onto the iana transition discussion, note Suzanne has put some url's into the minutes

Suz: If we decide after reiviewing these documents that there is no comment rssac wants to make, that's fine, but there should be more people than me reading these documents

Suz: among other things, the steering committee proposed will need two members of rssac to serve There are issues of confusion between RSSAC and root server operators, but we need more people who are not as involved as I've been in this process

Barb: As a reminder, Fadi did ask the root server operators to consider what kind of structure shoud exist for distributing the root zone if Verisign is not part of the triangle of root zone management post-transition

action item: Suzanne to prepare an executive summary of what's being asked of RSSAC so Liman can ask for volunteers based on that

Work Plan

Liman: I've prepared a work plan for the next 6 months. Are there any comments on this?

Daniel: if we can forward the current document to the membership committee, we are done with that part and can move forward. That gains us 2 weeks

Liman: I agree, I'm happy to call for the initial caucus now

Daniel: if we make a list of the current documents, that will help guide the membership committee for their invitiations

Liman: yes, that was on my mind too, we should do that to get the caucus started.

Carlos Reyes: Membership Committee: Paul Vixie, Kaveh Ranjbar

Carlos Reyes: and Tripti Sinha

Action Item: Staff to publish work plan on the RSSAC Wiki and Webpage

<u>Next Meeting</u>

Action iemt: staff to doo doodle poll for first three proposed teleconferences

<u>Any Other Business</u>

Action item: Liman to draft a note to the Chair of the Board regarding the interpretation of re-appointment of B, C, K, and M

Action Item: Barbara Roseman to work with Board support on appointing of Tripti Sinha as D-root representative

<u>Adjournment</u>

David Olive: Thank you All

Julie Hedlund: Thank you everyone!

Jun Murai: Thanks,

Jun Murai: Thanks, bye

epg: Bye, Jun

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<u>Call to Order</u>

<u>Roll Call</u>

Present   B—Bill Manning
                 C—Paul Vixie
                 D—Tripti Sinha
                 F—Suzanne Woolf
                 G—Jim Cassell
                 I—Lars-Johan Liman
                 K—Daniel Karrenberg
                 M—Jun Murai

                 IANA Functions Operator—Elise Gerich
                 Root Zone Maintainer—Duane Wessels

                 IAB Liaison—Marc Blanchet
                 SSAC Liaison—Russ Mundy

                 Staff—Julie Hedlund, David Olive, Carlos Reyes, Barbara Roseman,
                       Steve Sheng

Not Present   A/J—Brad Verd
                 E—David Swager
                 H—Howard Kash
                 L—John Crain
                 IANA Functions Administrator

<u>Agenda Review</u>

Re-Appointment of Representatives from B, C, K, and M added to Any Other Business

<u>Procedure for Minutes</u>

The RSSAC Executive Committee discussed its procedure for publication of meeting minutes. Consensus was reached that there will be two sets of minutes: 1) informal

notes for internal use, 2) formal minutes for publication—first distributed as a draft then approved at the subsequent meeting.

Resolution 2014.04.14.01 by Daniel Karrenberg:

RSSAC normally prepares informal notes of its meetings as an internal tool. Normally ICANN staff provides these notes to RSSAC as quickly as possible after the meeting. These notes are not published and have no formal status.

Amendment from Lars-Johan Liman:

These notes are to be kept in RSSAC internal archives for future reference.

Second by Bill Manning

Vote

In Favor:	B, C, D, F, G, I, K
Opposed:	None

The motion carried.

The RSSAC Executive committee also discussed the format of their published minutes.

Resolution 2014.04.14.02 by Daniel Karrenberg:

The RSSAC chair has formal minutes prepared of each meeting. These minutes will contain at least: participants (w/ apologies), date/time, meeting venue, agenda, resolutions, and action items. The minutes may contain details about the deliberations as decided by RSSAC.

Amendment from Lars-Johan Liman:

The formal minutes will be circulated within the committee no later than10 working days after the meeting for review and will be published as 'draft minutes' no later than 15 working days after the meeting. They will be approved at the meeting subsequent to their publication after which the 'draft' indicator will be removed.

Second by Suzanne Woolf

Vote

In Favor:	B, C, D, F, G, I, K
Opposed:	None

The motion carried.

[Jun Murai joined the meeting.]

Minutes from Previous Meetings

The RSSAC Executive Committee discussed what to do with minutes from its meetings on 14 March and 25 March.

> *Resolution 2014.04.14.03* by Lars-Johan Liman:
>
> RSSAC to prepare formal minutes from the meetings on 14 March and 25 March, based on the informal notes, and have them ratified during the next meeting.
>
> *Second* by Daniel Karrenberg
>
> *Vote*
> | | |
> |---|---|
> | In Favor: | B, C, D, F, G, I, K, M |
> | Opposed: | None |
>
> The motion carried.

Action Item: Carlos Reyes to draft formal minutes from 14 March and 25 March meetings and circulate to rssac-exec@icann.org.

Operational Procedures Document

The RSSAC Executive Committee had a substantive discussion on the definitions of 'RSSAC,' 'RSSAC Executive Committee,' and 'Caucus' as used in the latest drafts of the operational procedures document. Julie Hedlund from ICANN will be the keeper of the document now.

[Bill Manning left the meeting.]

The RSSAC Executive Committee agreed that establishing the caucus was a priority and agreed on principles and procedures for the Caucus prior to finalizing the operational procedures document. The RSSAC Executive Committee expressed its intention to integrate the Caucus principles and procedures into the operational procedures document later.

> *Resolution 2014.04.14.05* by Daniel Karrenberg:
>
> RSSAC will establish a caucus according to https://community.icann.org/download/attachments/42734435/20140409-dfk-rssac-caucus.txt

Second by Paul Vixie

Vote

In Favor:	C, D, F, G, I, K, M
Opposed:	None

The motion carried.

Action Item: Julie Hedlund to create a separate document defining the Caucus.

[Paul Vixie left the meeting. The meeting lost quorum.]

The discussion about voting procedures and Resolution 2014.04.14.04 was postponed.

Transition of IANA Functions Discussion

Suzanne Woolf provided an overview of the NTIA announcement and ICANN's recent activity regarding the transition of the IANA functions. The RSSAC was urged to review ICANN's plan for a proposal.

Action Item: Suzanne Woolf to prepare an executive summary of RSSAC's role in the discussion about the transition of the IANA functions so Lars-Johan Liman can ask for volunteers.

Work Plan

The RSSAC Executive Committee discussed Lars-Johan Liman's proposal for a work plan for the next six months.

Action Item: Carlos Reyes to publish work plan on the RSSAC wiki and webpage.

Next Meetings

The RSSAC Executive Committee discussed its teleconference schedule as well as proposed dates for its next face-to-face meetings and the convening of the Caucus at ICANN 50 in London and IETF 90 in Toronto.

Action Item: Carlos to distribute Doodle polls for 30 April, 15 May, 31 May.

Any Other Business

The RSSAC Executive Committee discussed the re-appointment of representatives from B, C, K, and M and agreed that it would occur at the end of the calendar year.

Action Item: Lars-Johan Liman to draft a note to the Board explaining the sequencing for the re-appointment of B, C, K, M representatives.

Tript Sinha asked about the status of her appointment to RSSAC.

Action Item: Barbara Roseman to work with Board Support on the appointment of Tripti Sinha as D-root representative.

Adjournment

The RSSAC Executive Committee adjourned and concluded its meeting with no objections.

Action Items

- Carlos Reyes to draft formal minutes from 14 March and 25 March meetings and circulate to rssac-exec@icann.org.
- Julie Hedlund to create a separate document defining the Caucus.
- Suzanne Woolf to prepare an executive summary of RSSAC's role in the discussion about the transition of the IANA functions so Lars-Johan Liman can ask for volunteers.
- Carlos Reyes to publish work plan on the RSSAC wiki and webpage.
- Carlos Reyes to distribute Doodle polls for 30 April, 15 May, 31 May.
- Lars-Johan Liman to draft a note to the Board explaining the sequencing for the re-appointment of B, C, K, M representatives.
- Barbara Roseman to work with Board Support on the appointment of Tripti Sinha as D-root representative.