

## RSSAC Teleconference Minutes

14 August 2014 | 14:00 UTC

[icann.adobeconnect.com/rssac](http://icann.adobeconnect.com/rssac)

Adigo Conference Bridge: 8365

### Attendance

A/J Brad Verd  
B Bill Manning  
C Paul Vixie, Hank Kilmer  
D Tripti Sinha  
E Kevin Jones  
F Suzanne Woolf  
G Jim Cassell, Kevin Wright  
H Howard Kash  
I Lars-Johan Liman (Co-Chair)  
K Daniel Karrenberg  
L John Crain, Terry Manderson  
M Jun Murai (Co-Chair)

Root Zone Administrator	Ashley Heineman
IANA Functions Operator	Elise Gerich
Root Zone Maintainer	Duane Wessels

Liaison from IAB	Marc Blanchet
Liaison from SSAC	Russ Mundy
Liaison to the ICANN Board	Suzanne Woolf

Staff Julie Hedlund, Carlos Reyes, Barbara Roseman, Kathy Schnitt, Steve Sheng

### Action Items

- Carlos Reyes will revise Daniel Karrenberg's action item on the 31 July 2014 teleconference minutes.
- Carlos Reyes to publish the 31 July 2014 teleconference minutes reflecting edits from the discussion.
- Steve Sheng to announce the appointment of Mehmet Akcin as the RSSAC Liaison to the ICANN Nominating Committee to the RSSAC Caucus mailing list.
- Kevin Jones and Suzanne Woolf will draft a section about alternates and, with Julie Hedlund's help, review the Operational Procedures Draft for references to alternates.
- Julie Hedlund to update the Operational Procedures Document with the latest edits, distributing the revised draft and the updated issues list to the RSSAC mailing list.

- Daniel Karrenberg to ask Elise Gerich about the current IANA procedures for changes to the root zone.
- Carlos Reyes to add three new members to the Caucus membership page and Caucus mailing list.
- Carlos Reyes will create a Doodle poll to gauge RSSAC members' participation in the proposed schedule.

### **Call to Order**

Lars-Johan Liman called the meeting to order at 14:06 UTC.

### **Roll Call**

Lars-Johan Liman conducted a roll call, and a quorum was present.

### **Agenda Review**

Lars-Johan Liman reviewed the agenda for the meeting. Lars-Johan Liman noted that the mailing list agenda item had been discussed on 31 July 2014. Three items were added to Any Other Business: IANA Stewardship Transition and Root Server Operators, Membership Committee Update, and RSSAC 001 and RSSAC 001 Updates.

### **Action Item Review**

Carlos Reyes reviewed the action items from the 31 July 2014 teleconference. Daniel Karrenberg asked for a revision of his open action item. All other action items were completed.

**ACTION ITEM: Carlos Reyes will revise Daniel Karrenberg's action item on the 31 July 2014 teleconference minutes.**

### **Approval of Minutes**

The RSSAC reviewed the draft minutes from the 31 July 2014 teleconference. Ashley Heineman asked for a revision to her title. Suzanne Woolf asked for a revision to F-Root's attendance record. Jun Murai moved to approve the minutes from the 31 July 2014 teleconference; Tripti Sinha seconded the motion. The motion carried.

**ACTION ITEM: Carlos Reyes to publish the 31 July 2014 teleconference minutes reflecting edits from the discussion.**

### **Appointment of RSSAC Liaison to the ICANN Nominating Committee**

Daniel Karrenberg moved to appoint Mehmet Akcin as RSSAC Liaison to the ICANN Nominating Committee and Bill Manning as the substitute; Paul Vixie seconded the motion. The RSSAC discussed the motion and the complete slate of candidates. The motion carried.

**ACTION ITEM: Steve Sheng to announce the appointment of Mehmet Akcin as the RSSAC Liaison to the ICANN Nominating Committee to the RSSAC**

## **Caucus mailing list.**

### **Operational Procedures Document**

Julie Hedlund provided an overview of comments received and edits made to the current draft. The RSSAC reviewed the draft document. A new section about alternates will be drafted.

**ACTION ITEM: Kevin Jones and Suzanne Woolf will draft a section about alternates and, with Julie Hedlund's help, review the Operational Procedures Draft for references to alternates.**

**ACTION ITEM: Julie Hedlund to update the Operational Procedures Document with the latest edits, distributing the revised draft and the updated issues list to the RSSAC mailing list.**

### **Any Other Business**

Daniel Karrenberg prompted a discussion about Root Zone Operators participation in the IANA Stewardship Transition.

**ACTION ITEM: Daniel Karrenberg to ask Elise Gerich about the current IANA procedures for changes to the root zone.**

Tripti Sinha provided update on the activities of the Membership Committee. The Membership Committee recommended three new Caucus members (Anand Buddhev, Mark Kosters, and Tomofumi Okubo). John Crain moved to approve the three new Caucus members; Daniel Karrenberg seconded the motion. The motion carried.

**ACTION ITEM: Carlos Reyes to add three new members to the Caucus membership page and Caucus mailing list.**

Daniel Karrenberg provided an update on the activities of the RSSAC 002 Work Party. The work party has reviewed the scoping document and begun its work and is seeking comments on the draft. The work party expects to be done before the 24 November 2014 deadline.

Terry Manderson provided an update on the activities of the RSSAC 001 Work Party. The work party will seek input from the Caucus on the latest draft and expects to meet the 24 November 2014 deadline.

### **Upcoming Meetings**

Lars-Johan Liman asked for discussion about upcoming meetings takes place on the RSSAC mailing list.

**ACTION ITEM: Carlos Reyes will create a Doodle poll to gauge RSSAC members' participation in the proposed schedule.**

**Adjournment**

The RSSAC concluded its meeting without objections at 15:38 UTC.

DRAFT