

ICANN

**Moderator: Maryam Bakoshi
January 21, 2016
8:00 am CT**

Coordinator: The recording has been started.

Nathalie Peregrine: Thank you very much Kate.

Good morning, good afternoon, good evening everybody. And welcome to the NCPH Intersessional Planning Call on the 21st of January of 2016.

On the call today, we have Rafik Dammak, Tapani Tarvainen, Cheryl Miller, Phil Corwin, and Marilyn Cade. We received apologizes from Greg Shatan and Rudi Vansnick. From staff we have Robert Hoggarth, Carlos Reyes, Benedetta Rossi, Adam Peake, Ozan Sahin, and my myself Nathalie Peregrine.

I'd like to remind to please state your names before speaking for transcription purposes.

Thank you ever so much and over to Rob.

Robert Hoggarth: Thank you very much, Nathalie. I appreciate it.

And we all pass on our best wishes to Maryam who is very sick today. Hope she'll be feeling better very soon.

I don't know how long we will need to be on the call today. But you see the Agenda up before you. It's our traditional Agenda for our planning purposes here. We'll talk and give you all a brief update on the logistics. I'm happy to report that everything has proceeded at a pace there. We'll confirm where we are on the meeting goals, programing matters, talk a little bit about the additional community meeting arrangements, and any other business. And then we'll pretty much wrap up.

The reason why I suggested maybe a relatively, short call is that no one came back to me to report any specific changes or objectives or co-chair arrangements that we had in the original Version 6.1 of the Framing Document. There's still time to change that during this call if any of you have any changes that you would like to advise me on or adjustments that need to be made there.

If it's really just a matter of changing an individual who might be representing a particular group on the Agenda as a co-chair -- substituting one of you for another member of the community of whatever -- that's something that we can do up through the course of the next couple of weeks. But otherwise, if you're pretty much set-up in terms of knowing, okay this is the session that our community is going to act as the co-chair on, please take your time and make arrangements for individuals.

In the case of situations where there are going to be folks who are looking for speakers for their sessions or whatever, that's something that we'll also want to start fairly soon.

But I get ahead of myself. Let me address the logistical items first for you all. I think we're in very good shape in terms of the airline tickets, the hotels, and the arrangements about when folks are coming and going. If there are any last minute changes that people need to make -- if there are any additional glitches that folks have not been able to clear up with constituency travel -- please let me and Benedetta know at your earliest, optimal opportunity. I think we're in good shape, as I said, but things always pop up at the last minute. So please be ready for that as you need it to be. And please let us know at your earliest convenience.

In terms of other arrangements from a logistical standpoint, there were two larger items that we had talked about as a group that I wanted to get closure on this -- our scheduled final call for planning purposes. One is that we had talked about an informal Reception at the ICANN office on Wednesday the 3rd. I have heard from a couple of groups about their plans for Wednesday, with a couple of dinners taking place around the 7 o'clock, 7:30 time frame. So it does appear that for delegates who have arrived Wednesday afternoon or earlier, that there is an interest in availability for an informal Reception with ICANN staff at the ICANN offices on Wednesday evening. So we are proceeding a pace with that planning.

If you do have something scheduled that may present you and members of your community from attending a Reception from about 5 to about 7 pm in that window, please let me know. Otherwise, that's we are targeting. Many of the staff in Los Angeles have to leave around 5 or 5:30 or 6 o'clock just because of the commute times. So I don't want to start something like that too late because that deprives those folks the opportunity for connecting. So that's what we're targeting. Just something very informal -- a few bottles of wine, other beverages, some cheese and crackers -- something like that. With

the main opportunity for people to relax after their travels and meetings and get to socialize or network with some of the staff from Los Angeles. So we're proceeding with those arrangements.

The second item that we had talked about that isn't taking place that week, but something we had anticipated for next week, was a pre-meeting conversation with delegates for whom this was going to be their first ICANN experience or their first ICANN intersessional meeting. Particularly among this group. From a fact perspective, we would be more than happy to provide briefing opportunities for folks beyond them just reading the materials on the Wiki. And we'd be delighted to schedule an hour, 45, 30 minute call -- something like that -- later next week, either Thursday or Friday.

When I raised this issue before, either in the Chat or from follow-up emails I received from folks, there seemed to be some positive interest there. So what Benedetta and I are doing is putting together an Invitation Sheet so folks go online with delegates for your community to indicate whether they would like to participate in a meeting like that. It would just be a brief recorded call depending upon what the RSVP's are. We would look to have two availabilities similar to what we do with the Policy Webinar. And then do something for folks more in your region of the World, so to speak, and something that's more business hours for folks in, you know, the Eastern United States or Europe.

So we're going to be putting that together as well and we'll get that out to you to circulate to your delegates. And if folks are interested in that, we'll give them to like next Tuesday or so to indicate an interest. Benedetta, we find flag as we discussed, some potential times similar to what we would do with the Policy Webinars and then we'll see. If we only get one or two people for each of the timeslots and then maybe what we'll do is just call folks directly --- do

one-on-one calls. But we want to make sure that the folks, particularly those who are new, feel comfortable about the experience and getting to know you all and getting to understand the background of the meeting. So that's something that we're more than happy to follow through on.

Those are the two main items I wanted to side from a logistics standpoint. So does anyone have any comments or observations you'd like to make about any of that?

Okay, I see no hands or hear any immediate intervention. I'll turn it to the third item. And that's relatively brief as well.

I just wanted to reinforce the interest that we have from a staff perspective to make sure that you have all the logistical support that you need for any Wednesday or Thursday break-out sessions that you're planning to do. Wednesday, of course, any meetings you're having that day. We seem to be in very good shape. Both Chantelle and Maryam have been able to provide us information from both CSG and NCSG in that regard.

The only window that it looks like I need some help on -- from the CSG side -- is for your Thursday break-out sessions. I think we'll have flexibility at the hotel but as soon as you all have some understanding about whether you're breaking out just a CSG or whether you're going to doing individual constituents meetings. That would be very helpful to us to nail down. I have not talked with Chantelle yet today, so I'm not sure exactly where that stands. But if that is still outstanding, if you could all resolve that with her as soon as possible, that would be great. That's just again a matter of logistics and be able to work out with the hotel that we've got the right meeting room space available and if you need appropriate remote participation -- you know, phone

bridge, a call in common and whatever you think is necessary. So if you all could follow-up on that, that would be great.

Benedetta, I think I've covered the logistical items that I wanted to. Is there anything that I'm missing or anything that we should clarify for the group?

Benedetta Rossi: No I think you've covered everything, Rob. Thank you.

Robert Hoggarth: Okay. Great. Again if anything -- we're prepared. We're two weeks out now so we still have time to update the roster and make changes you want to make. We will be moving forward on these other logistical items so we get things taken care.

One last thing. There were a number of questions about staff availability for the meeting. Now that the Board has nailed down its Agenda and timing in Singapore that week, it's becoming clearer and clearer that we will have more staff being back in Los Angeles, certainly on that Friday timeframe. But the itinerary for Thursday is somewhat of a mixed bag at the moment. So I know Cheryl, we had reached out to me with a list of perspective staff. We had reached out to all (unintelligible) we've identified so far to let them know that they are potentially getting to get an invitation.

And that's depending upon their travel schedules or other aspects of their work schedules that they could expect an invitation. But if they cannot as individuals, from their managers, be able to say "yes" that they would be able to send a member of their team, either in person from Los Angeles or remotely be able to provide any briefings or background information that folks need.

So from that's perspective, we'd be very happy to again coordinate with all of you to nail down your schedules and then precisely who you want and then we play with, you know, timeframes. What works best in our agenda versus where somebody might be. If there as team member there might be an issue about calling in from Singapore, we would be willing to try something Wednesday.

Or maybe it's safe where just from a flight perspective, we're going to play around with the schedule and do something on Friday with somebody. But so far it does look things are working out well in that regard. Markus Kummer and David Olive are actually going to be back in time for certainly the Reception on Thursday night and maybe even for some of the Thursday afternoon break-out sessions. So some of the itineraries are working out to the positive in that respect. So I think that things are working out pretty well there.

Any comments or questions or any advice to make about (unintelligible) matters or any other logistical matters regarding travel, hotels, meetings, or anything else? Please raise your hand or speak right up?

Great. Hearing nothing just turning back to the programing document itself -- the Working Draft. We had a pretty solid Draft document as of last week. I asked you all to, you know, consult with your communities. Get some extra thoughts to your co-chair responsibilities and the rest. And I have not had any -- as I've said earlier -- I haven't had any objections and I haven't had any additional suggestions in terms of changes to that. So what I'd be looking for now -- and this group is aware of it -- are any additional changes you would all like to make or are you comfortable as we want to walk down where we are in this Version 6.2.

I'll pause for hands raised or anyone who would like make a statement about that.

Hearing nothing and seeing nothing. And Nathalie, tell me he's not joined?

Nathalie Peregrine: He hasn't yet. The Operator's still trying.

Robert Hoggarth: Okay. Thank you.

We may end the call before he joins.

I just wanted to give everyone a opportunity to make final changes to this. Obviously we're set on the Agenda as a group. I know you all feel fairly comfortable but at least there were no objections last week. So I'm prepared to declare that I will create a Final version of this document.

The only thing I think that would change is if we do find out something as we get closer in that week is, is there some last minute changes in schedules where it turns out it doesn't look Sahed would arrive until the afternoon of Friday or something like that that would help us to be flexible to change things. I think we've pretty much nailed down the schedule.

As you all know, we've make the offer to folks that who are not coming to the meeting as delegates to listen in remotely. And we make be making that offer to a broad group of your membership. The importance there of having the Agenda locked down as much as possible, of course, is that when we're arranging the call bridges, when we're scheduling the recordings, and all those things that folks that are participating remotely have the notice and opportunities to adjust their schedules.

So we're going to using this baseline Agenda as the arrangement document to make the other's reservations. And in fact, Benedetta and Nathalie have already started to doing that, I believe. So It would be really more of an emergency and last minute needs for flexibility that we would change that. We've all been really good about that in the past two meetings. So I don't anticipate any difficulties there. Just understand that we're just basically locked down in terms of timeframe, when we're expecting to do some certain sessions, and who has the responsibility for sharing and moderating those sessions.

The only initial thing that I would share with all you as planners and as potential co-chairs for sessions is to implore you over the next couple of weeks to please reach out to your co-chair and have a great one-on-one conversation prior to heading off to Los Angeles so you have a good idea of where you want to go with your session -- based on the general goals that we have outlined for each one. Benedetta, Carlos Reyes, and I are more than happy to work with you all as to your specific needs for any other those sessions. Whether it be, again, staff members providing a briefing, whether you're going to have slides.

And we'd like a day to loaded ahead of time so we can get them loaded appropriately into the (unintelligible) and then we connect with slots and things like that. So please, if you are co-chair or you're working with another co-chair who's not on the call now, please do that outreach so that we can make sure that each of your sessions that you're responsible for are provided the most productive materially agenda or sessions that you hadn't checked for that block of time.

But that's really what everything that I wanted to touch base with during this meeting. Anticipating that we might had some, you know, discussion about specific items.

Let me still open up the floors to anyone on the phones or in the Chat. Is there anything else that we haven't covered from a planning perspective, from a brainstorm perspective, last minute, or just any other aspect that we think to explore before the declare the planning period successfully closed. Anything that anyone would to raise or add things?

Thanks for your comments, Tapani. I will also treat like is that you're not looking to add or to change anything. So thank you for that.

Anyone else? Yes, it's actually a Kumbaya movement.

Well, thank you all then very much. I think we've had a productive two months helping people with stuff. You've been patient as we've worked through various stipulations in the Drafts. Some of you have been immensely patient as we worked on some of the logistical items and then helping out members and your delegates. Just makes it easy to get to the meeting. Benedetta and I will be working just in terms of preparing notes and Carlos and Mark as your guest. We will be giving some briefings as well. So we'll be ready to do that as well for you.

Rafik, that's the end of that. So do you have any else?

Rafik Dammak: Thank you all. Just wanted to say thanks to you and Benedetta for all the work. I think for this edition we did a quite good job of demo planning in quite short of time compared to last year. So I think we improved the most through the planning work and I think we -- we hopefully can use for the next

edition. I had some concern before that maybe we cannot make it in time and we got a date for the NCPH was too close. But yes, I think it's quite a good job. So thanks for that.

Robert Hoggarth: Great. Thank you very much.

One last thing that we will doing like we did last year which I think may have helped the process a little bit is to do a survey with the delegates and in this case, I think we'll expand it a little bit to ask all of you for just a few more questions on the planning side of things. I think the goal here is constant -- making any improvements for you all. This was going to evolve over time as you learn and experience new aspects of a meeting in different locations, different arrangements. So we'll try to incorporate that into the planning process for next year as well.

Great. Well thank you everybody for all of your efforts on this. I appreciate the great work and I know a lot of work that went on in a number of your communities outside of this planning call. Thanks very much for the efforts.

I look forward to any final communications via email and otherwise, seeing you all in person, either the 3rd or 4th of February in Los Angeles. And We'll do our best to make sure that it's not El Nino rains when you arrive and during your time there. Thank you all very much. I will see you all soon. Bye-bye now.

Nathalie Peregrine: Thank you Kate and also the recording. This concludes today's call. Bye.

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