UA Technology Working Group Meeting
5 August 2019

Attendees:
1. Ajay Data
2. Afia Faith
3. Ashwin Reddy
4. Dessalegn Mequanint
5. Dmitry Belyavsky
6. Jabhera Matogoro
7. Jay Paudyal
8. Jothan Frakes
9. Marc Blanchet
10. Michael Casadevall
11. Mohd Hafez
12. Raitme Citterio
13. Satish Babu
14. Sarmad Hussain

Agenda
1. Finalize the charter for the Tech WG (version 20190805 circulated earlier)
2. Update: Operational records of the tech WG – ICANN wiki page under construction
3. Organize UA Tech WG work moving forward – which work item(s) should we start with?
   a. Definition of UA-readiness (in collaboration with UA-Measurement WG)
   b. Prioritization and evaluation of standards
   c. Prioritization and evaluation of programming languages
   d. Prioritization and evaluation of applications
   e. Review of documents available and identification of any additional documents needed
   f. Identification of audience, scope and content of training
   g. Others?

Meeting Notes

Charter for Technology WG
The charter was reviewed by the members. This included different sections and their details: purpose, outcomes, membership, operational details and others.

It was suggested to change the text in membership section to make it more inclusive: "… includes, but is not limited to…".

It was presented that the chair will be nominated by UASG leadership, in consultation with the UASG membership for one-year term, which can be renewed. It was explained that this is based on the charter of UASG associated roles and responsibilities defined.   The members present had no further comments on the process.

Similarly, operations were also reviewed. It was shared that a wiki page is being developed to host meeting notes, recordings and related documents. It was also shared that the meeting time could

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be rotated, e.g. between two times, so that others can also join. This decision has been left to the WG to finalize in the next few calls.

Based on the review, the WG members agreed to finalize the charter of the Technology WG.

Operational Records
The members were informed that based on the suggestion from the previous meeting and follow up discussion by the UASG leadership team, the UA wiki page which had existed but was not being actively used has been updated, with a separate page being developed for each WG to post meeting recordings, meeting notes and working documents. The final documents will continue to be posted at uasg.tech website.

The WG was asked and the members agreed that the recordings of the calls should also be posted.

Organizing UA Tech Work
It was shared that based on the scope of work identified by the WG, it may take too long to take this work up in sequence. Thus, it was suggested to develop sub-WGs, focused on specific items, e.g. focusing on training, programming languages, etc. Such sub-WGs can work in parallel and can also have their own separate calls. The WG was generally in support of creating sub-WGs. There was a question on deadline for work, and in response it was shared that FY20 Action Plan lists work items which should be completed by June 2020.

It was raised if member names can be put on the wiki page as well, and it was left to the WG to decide – though explicit permission will be asked from the WG members if that has to be done.

Determining UA-readiness would be the first task, which would be a collaboration of three WGs, Technology, EAI and Measurement WG, with the Measurement WG putting the work together. Which other sub-WGs should be organized?

It was agreed to start collectively with UA-Readiness, at a general level. Programming languages and frameworks could be one more such group, in addition to the training. Members can also contribute to more than one sub-group.

Defining UA-Readiness
The members started discussing the definition of UA Readiness. It was raised that there is existing documentation on what is UA-readiness. The members should start looking at the bigger picture. It was suggested that a way to map this space would be to look at the five verbs of UA-readiness (accept, validate, store, process and display) in one dimension and to look at the different categories of applications (e.g. operating systems, frameworks, programming languages, content management systems, etc.) in the other dimension and try to identify what is needed for UA-readiness and the associated gaps.

It was also asked who the target audience for this definition is, to decide on how to present this information. There would be multiple audiences, for which this information may be tailored: ICANN community, CIOs/senior management, developers, UA WGs, etc.

The complexity of UA-Readiness discussed, and it was asked how a single definition could capture it. The detailed analyses for different category of applications would need to be considered for this purpose.

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For jointly defining UA-Readiness, it was suggested to have a common document to share information across the three relevant WGs. An initial draft could be shared for other members to provide input. Detailed requirements of UA-Readiness can then be added, for example, for data exchange requirements.

It was also shared that UASG should engage with technology developers and software leaders. It was shared that Domain Name Association may be organizing an event around this in the future.

Action Items

No.	Action Item	Owner
1	Finalize and share the Technology WG Charter based on input received	Sarmad Hussain
2	Develop a community wiki platform to share Technology WG meeting recordings, notes and documents	Sarmad Hussain
3	Review existing technical documents at uasg.tech website to understand the UA-readiness definition	All Members
4	Start an initial shared document to work collectively on UA-Readiness definition	Sarmad Hussain

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