Minutes of Meeting

MEAC-SWG Call 13 – Wednesday 30 November 2016

The thirteenth call for the MEAC-SWG took place on Wednesday 30 November 2016 at 12.30 – 13.30 AM UTC. The call had six members and observers of the MEAC-SWG, and 3 ICANN staff members.

On the Call we had Walid Al-Saqaf (Chair), Ahlam Abu-Jadallah, Hadia Elminiawi, Nadira Alaraj, Chokri Ben Romdhane, and Zakir Ben Rehman. And from ICANN Staff, we had Baher Esmat, Milena Timurcuoglu, and Fahd Batayneh.

We had noted apologizes from Manal Ismail, Ali Almeshal, and Michael Oghia.

The agenda for the call covered the following topics:

- Progress Update;
- Summary of Comments Received;
- Analyses of these Comments;
- Suggested Actions and Incorporations into the Strategy Document;
- Next Steps; and
- AoB

Progress Update

The Chair shared with the SWG what has been achieved since the last call almost one month ago. He provided a quick update on what took place at ICANN 57 in Hyderabad, and the work that took place after that. He shed some light on the public comments process, what has been done with these comments, and next steps.

Summary of Comments Received

ICANN Staff provided a quick summary on comments received. We received 10 comments 5 of which were from individuals, and the remaining 5 from the different ICANN SO/ACs. ICANN Staff were quite impressed with the number of comments overall, and were even more impressed with the comments received from the different SO/ACs. Having community members from the Middle East in the different SO/ACs of ICANN demonstrates how the region is maturing and growing in terms of engagement in ICANN's PDP.

While some comments will be added to the strategy, others were either irrelevant, were already covered in the draft strategy document, or are better positioned to be included in the annual implementation plan(s). The Chair will share an email with the SWG members over the mailing list suggesting what goes into the final strategy document based on the comments received.

Analyses of these Comments

As part of ICANN's public comments process, ICANN Staff were required to provide a summary report showing a summary of the comments received, and analyses (by ICANN Staff and the Chair of the SWG) of these comments. The Chair and ICANN Staff worked on developing this summary, and was shared with the SWG members. The summary can also be found at http://bit.ly/2fAJAKj.

The Chair and ICANN Staff did not go through the comments and their analyses during the call, but they did encourage SWG members to refer to the online Google Docs Excel sheet at http://bit.ly/2fLQdJD.

Suggested Actions and Incorporations into the Strategy Document

SWG members were also encouraged to provide their thoughts and feedback on the Google Docs Excel sheet before **Friday 2 December 2016 at 23.59 UTC**. After this time and date, the Chair and ICANN Staff will work on developing the final strategy document, and share it with the SWG for their final comments before publishing it online. The publication date is anticipated to be Wednesday 7 December 2016.

Next Steps

Once the final strategy document is published online, the Chair and ICANN Staff will suggest a Year 1 Implementation Plan and share with the SWG for their feedback. Once agreed upon, a final version will be issued and posted on the MEAC-SWG working space online.

ICANN Staff intend to hold a webinar on the week of 18-22 December to update the community on the work of the MEAC-SWG; mainly the strategy and the Year 1 Implementation Plan.

Any Other Business

The Chair will share with the SWG an email summarizing what will be incorporated into the final strategy document. This is not final, and will be debated by the SWG members until **Friday 2 December 2016 at 23.59 UTC**.

The Chair also raised a point on the frequency of SWG calls once the annual implementation plan is out, and suggested one monthly call. ICANN Staff did share that the previous SWG had calls when they needed one, and that most of the calls took place around developing the annual implementation plans. ICANN Staff suggested to the SWG requesting calls as and when the need arises, and there were no objections to this suggestion.

ICANN Staff also reiterated the point that in implementing the strategy, they will always seek the help of the SWG members to engage in their respective communities. ICANN has always engaged productively and effectively with the help of its community members, and with the lack of such help, the job of ICANN Staffers would be challenging.

The call was adjourned.