
CHERYL LANGDON-ORR: Thank you very much and just noting that Kavouss has been disconnected, so I'm assuming someone has a dial out to him well in hand.

Okay. A disturbingly small group of die-hard subteam gathered at least at the top of the hour for today's call #20 of the SO/AC Accountability Subgroup meeting. If you are only on audio at this stage, would you please make yourself known?

Not hearing anybody make themselves known as only being on audio, we will take our attendance as [now as it is] just after the top of the hour from the Adobe Connect room but we will note a considerable number of apologies have been sent to the list and I've asked staff if they would take note of all of those.

So thank you to those of you who are making today's call in what is obviously a difficult time for many of you.

That said, let us move on. I'd ask you to all state your name before you start making interventions as this makes it much easier for transcript and identification of who is saying what on the recording. I'll also ask you if you could speak slowly and carefully when you do make your interventions, and remind you all of the Standards and Codes of Conduct which we as a subteam of the CCWG I assume should be clearly attending to just as we do in the CCWG Plenary.

With that administrivia over and done with, I'm going to ask is there anybody who wishes to make Any Other Business or propose changes to

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the agenda known now. We will call for Any Other Business again at the end of today's meeting.

Is there any Any Other Business to be raised for us to know about now, and is there anyone who wishes to make any comment on the agenda?

Hearing silence in response to that, let's move rapidly on to the action items from the call #19 on February 2nd. If someone could please do their best to sort out Kavouss' audio issues that would be greatly appreciated and if someone could type that we are... You have. Thank you, Yvette. You're doing your best. Thank you very much. Kavouss hopefully will be connected with audio shortly.

With the meeting on February 2nd, if you follow the links you'll find the notes, the action items, the recording, etc. But I am astonished at the pedants amongst you, ladies and gentlemen, didn't pick up either on my poorly recrafted agenda where I haven't changed the review of [inaudible] to the correct date, although I did have the correct meeting number for our last agenda but also the fact that our staff copied that same error into the notes and recordings and so when you look through the notes and recordings you'll find it refers to the January 26th meeting which of course was just a little carry-over from a small bit of text that was not replaced but was rather [inaudible].

With that – and I'm delighted to see that Kavouss is now back into audio, that we have gained at least one more participant which is a good thing indeed – let us ask if there is any updates from anyone that is not part of the agenda for today. Is there any updates from any of the activities anyone's aware of?

I will [inaudible]. All I can say is you and I need to talk about apostrophes. Tom is at least pointing out that there's apostrophe errors so we need to redline our documentation. Can't have apostrophe errors. That would be a travesty of justice to the English language everywhere.

Okay. With that, I'm not hearing anyone wishing to make any updates let's move briskly before we degenerate into [inaudible] an analysis of the English language [to] we move now to our discussion which will be primarily by Farzaneh today and we should note that amongst the apologies is Tatiana, and Tatiana did an excellent job of stepping up. She was volunteering as opposed to almost any [inaudible] at last weeks' call to [resist] on today's topic for our single topic discussion which is participation, mechanisms, and methodologies. Her work on the document is greatly appreciated but sadly she is just coming out of a travel situation if indeed she's even on boarded yet. So we don't have Tatiana to help us go through today's documentation but we do however have our fantabulous co-Chair Farzaneh. We should note Steve is also amongst the apologies for today's call and, as I said, [inaudible] quick look at our list there is quite a number – if there's a little distortion I'm not sure what we can do about that other than hope that it's not on Farzaneh's line.

With that, we'll hand over to Farzaneh and if there is a pdf to be loaded up, I'm unaware of it but over to you, Farzaneh, and we'll see how we go with the new documentation.

FARZANEH BADI:

Thanks to you, Cheryl. Yvette, I just sent the Word format of the updated document that we are working on. You can access it through Google Doc as well but I just sent the Word format to the mailing list. Sorry, I totally forgot about that.

If it's [inaudible] to bring it on the Adobe room If not, I'm just going to go through to give you a little bit of background what we have done so far and what the group is set to do next.

As you know, we had the questionnaires out and some of the SO and AC responded to these questions and then we captured these responses based on a method which we agreed we just go through SO and AC response and then, for example, based on each topic we see what their approach is and come up with a couple of recommendations based on those responses.

The first topic that we focused on and Steve drafted was Transparency. These recommendations are on page four of the current document. I'm not going to go through the recommendations. I think we have discussed them before and we have made changes according to the group suggestions.

The other topic that we worked on was Outreach which I followed Steve's [inaudible] and I went through the responses about outreach and we came up with a couple of again with recommendations which are action oriented. These are draft recommendations. Nothing is assessed yet so if the group thinks that there should be more recommendations based on the answers, very welcome to go through the answers and as we have in the document and see what sort of

recommendations you would like to make and then we can discuss them in the group.

We also made changes as the group discussed last [week]. What [Tatiana] did this week was to work on the responses that related to participation. So following the method, she just went through the responses of different SO and ACs and looked at what hampers participation or what doesn't and came up with some recommendations – four recommendations to be exact. It's on page eight. Alright, that's great. Thank you very much. It's actually here.

Okay. Now I cannot scroll. Okay.

And if these recommendations as you can see – I'm hoping that I put... Okay, yes.

One of the recommendations that Tatiana has come up with... Pardon. I'm sorry, I'm messing this up.

One of them is that the rules of eligibility and criteria for membership should be clearly outlined in the Bylaws of SO and ACs or their charter or their operating principles. If it is applicable to the SO or the AC based on their function, the process of application for membership should be [clearer]. Why she put "if applicable" there, because there is some groups that membership groups then the process or application for membership should be clear. Again "if applicable" there should be a process of appeal when application for membership is rejected.

Also one other recommendation is for any meeting be closed to member or [be for an] open to everyone, the members have to be able to access minutes and recordings.

These are the [recommendations] Tatiana came up with based on the responses that she extracted from the questionnaire and also and came up with recommendations.

That's about it really, Cheryl. If there are any questions or if the group thinks that there should be recommendations added or there should be something clarified, then we are here to make the changes and finalize [things].

Kavouss, your hand is up.

CHERYL LANGDON-ORR: Kavouss, we're not hearing you. Can you check your microphone?

KAVOUSS ARASTEH: Hello. Do you hear me please?

CHERYL LANGDON-ORR: We hear you now. Go ahead, Kavouss.

KAVOUSS ARASTEH: A little bit. Okay, is it better now?

CHERYL LANGDON-ORR: It's all fine. Go ahead.

KAVOUSS ARASTEH: [One suggestion is that] when Farzaneh that we will put these rules in the Bylaw, that would be subject to the conditions for modification of the Bylaws and so on so forth. These rules [does is do not] have such a status that be such a rigid situation [inaudible] thinking that to have something not in the Bylaw but in some other form, in an Annex, that could be easily changed but not be subject to the strict rules of the change of the Bylaw which I think she meant the standard Bylaw but not the other Bylaw. So can we have [some think] of that because these rules may change [by] the time and you don't want to put the subject of the rules of modification of the Bylaw [it] is already approved. Thank you.

FARZANEH BADI: Yes. That is a very good point, Kavouss, if I have understood you correctly. When we actually say [put it] just mention the membership criteria, eligibility criteria, in their Bylaws what we really mean is that wherever [there is] the operating procedure or some kind of a document that the SO and AC has that works based on those rules, then those rules should include their eligibility criteria. It could be but as you said yeah, so it could be the standard procedure, their procedures, their operational procedures, or their Bylaws. But I would say that it can be also in some procedural document that they might have that is easier to modify than the Bylaws.

I agree that we don't have to mention just the Bylaws. We can also say in their operational procedure or in an Annex to the Bylaws, yes. I think that's a very good –

CHERYL LANGDON-ORR:

Have I dropped or have we lost audio from Farzie? [Inaudible] if we have lost Farzie obviously we need to make sure her line is still open and obviously Yvette will be dialing out to her now and getting her back on. I think we're in general agreement that where the term "Bylaw" is used [inaudible] ICANN Bylaw, it's not in fact other than standard Bylaws it would be referred to but also [noting it can] be an Annex to Bylaws [inaudible] Bylaw [inaudible] of the SO/AC as you can even use the term Rules of Procedure or Standard Operating Procedures. Whilst we're still continuing with getting Farzie back on, is there anyone else who wants to raise a point specific to this aspect of Bylaws?

If not, we'll then have to continue battling with some of the audio connection issues that Farzie's having because she's only using AC via the computer. To that end, I noted – Kavouss, I hope you noted as well – that she was making the edits according to her note in the chat directly into the Google Doc to reflect your point on this. What [Inaudible] decided to continue, let us also ask is there anyone else who has a comment, question, or addition, they'd like to make to this text on Participation?

FARZANEH BADII:

Can you hear me?

CHERYL LANGDON-ORR: And we have FARzie back. Perfect timing, Farzie. Back to you. I filibustered as best I can.

FARZANEH BADII: Okay. We are at the moment we really need feedback on these recommendations, like in general if you have feedback on Transparency or on the Outreach recommendation or these Participation recommendations, then please let us know either during this meeting or during next week because at the moment we also don't have many volunteers that work on these recommendations and it would be good if we get more people that with more like a fresh eye [it] can look at the document and come up with recommendations or make changes to it.

What we are going to do, Cheryl, is – because at the moment I don't see anyone giving us feedback – what we can do is I can say that what kind of issue we can work on for next week. Would that be something that we could talk about?

CHERYL LANGDON-ORR: Farzaneh, I think you're putting that to the meeting so how about you ask if there's any objections that being the work for next week? [Inaudible].

FARZANEH BADII: Okay. What we can work on, one of the questions that were asked in the questionnaire was whether the SO and ACs had internal reviews and

if they had that review their accountability related policy and procedures. What we could do is to work on the responses that we have received and work on this [topic for] next week. But I also urge everyone to look at other recommendations about other topics that we have come up with already. If anyone wants to volunteer for collecting the answers for capturing the answers for the question on internal review of accountability mechanisms of SO and ACs and come up with a set of recommendations, then that would be great. Other than that, I have nothing to add. Thanks.

CHERYL LANGDON-ORR:

Thanks, Farzaneh. We've got a call for that as a topic next week. We're [waiting for] a call for someone to step up as Tatiana did last week to do some of the drafting to the data capture. You've got good templating now that you can operate. You've got what Steve's done, what Farzaneh's done, what Tatiana's done, so it's not as though you're breaking new ground so if I could encourage one of you. Unfortunately, several of the group that are actually in the Drafting Team who should be carrying the lion's share on this activity are not on today's call. I would prefer not to randomly allocate to one of them. So if it is possible for someone at today's call to step up and do this work we would greatly appreciate it, she says hopefully.

Okay, Farzaneh. We'll put that to the list and ask if we can find out someone from the list who may be able to step up, but obviously it is probably time for one of the people who [inaudible] on the Drafting Team to do so. So if we do that to the list as soon as possible after the end of this call, we will make sure whomever comes forward into the

job for this week's preparation of materials for next week has plenty of time to do. That's an action item on – if you don't mind – Farzie, to take that to the list along with the fact that we had our discussion on this matter today and remind people who can access the Google Doc to do so and to also note that there were some minor edits done to the text.

I am aware that the text wasn't distributed or pushed to the list as we have tried to do in previous weeks – or I should say we have done in previous weeks – we will do our best to make sure it happens next week but we are [inaudible] and [community] volunteering.

With that, Farzie, is there anything else you want to say on our agenda Item #3 for today?

FARZANEH BADII:

No. That's about it. Thank you, Cheryl. Just one more thing on...because we kind of like these are last steps I would say for the first draft because if we do internal review of the accountability mechanisms and then we just look at whether there are mechanisms for challenging the decisions and whether they have formal, informal, unwritten, policies, and these are the three aspects that we need to look at and then we are going to be done. Of course, if people volunteer and we can do it quicker.

What I think is that we are kind of like we are getting to the end of the first draft of the document so it's good progress but I hope that some people volunteer and then we can then just get it done. Thanks.

CHERYL LANGDON-ORR: Thank you, Farzaneh. That's a perfect segue to our next section because one, I was going to raise with you all before we move into our next meetings and future meeting schedule is that the desire that we are at a point of completion or near completion of our draft documentation so it's in a state for a first read-through and discussion at our Copenhagen meeting. That certainly is what we had planned and intended so if it is at all possible, we should if we have our meetings – I note there's only two listed in our listing meetings – that's 16 February and 2nd March if it's organized in a continuing schedule on the same rotation for weekly meetings right up until Copenhagen we will need them after Copenhagen as well but certainly if we can ensure that we continue with the pace and style of work that we're doing at the moment, it would be good to have our document in a near final if not final stage for the Copenhagen meeting discussion and we'll be requesting that it is a face-to-face meeting.

I'm going to ask – have we lost Yvette? Hopefully not. I [will] ask Yvette if there is a reason why we're not listing any meetings on the week of the 23rd of February. Is that because it clashes with something else? Because if we can fit a 23rd of February in, it will with three [inaudible] topics to go allow us to have our draft hopefully ready for a first read and to be distributed to the CCWG as we do for any Plenary meeting with sufficient time almost by the skin of its teeth before we meet in Copenhagen. If you can have a look at that and just see if there's a reason why we've not got anything booked in for the 23rd date. If it means shifting our timing a little in the rotation that's fine, too.

I would prefer to not to be [13:00] UTC but that's because I get weary of being on calls all night, but whatever is the next rotation, so thanks

[inaudible] we do need to have [inaudible] for discussion in Copenhagen so it's important that we try and fit one in. So if there's a Plenary meeting at the time of our rotation, that's fine just find us whatever time slot is not occupied by the Plenary and if we can book that in.

Our next meeting should now read 16 February at 13:00 UTC, [20th] of February at a time yet to be determined – and Kavouss has suggested 05:00 is preference to 13:00 for him so if staff could take that into account please – the 2nd of March at 05:00 UTC, and we will be requesting additional time slots up to but necessarily including the week that people will be traveling to Copenhagen. And so that should allow us to have our draft in good order and text with the CCWG in a way and at the time that will allow for materials to be properly read and digested before our discussion in Copenhagen.

Are there any comments or questions that need to go regarding our next meetings and meeting schedule?

In that case, we have an action item on Farzaneh to update the list and request for someone to step up, preferably someone from the Drafting Team that has already put themselves forward to contribute, perhaps noting as subtly as you can, Farzaneh, the fact that none of them have so far. This is why Farzaneh's doing it now [knowing] my ability to be subtle is somewhat strained at the moment while Australia has unconscionably hot weather, increasing my irritability even more than usual. And the action item upon all of us, of course, is to ensure that we contribute to our list discussions and we also, if you do have access to the Google Doc, feel free to comment directly on that.

Farzaneh, Steve, and I, will do our best to make sure that a document for reference material is out at about the same time for next week's topic at the same time as the agenda.

And with that, I believe we are going to ask for Any Other Business.

Not hearing anybody and having any other Any Other Business noted for today's call, I will then thank Tatiana for stepping up and doing such a great job with the work in preparation for this week's call. Obviously such a good job that we regained a huge amount of time back for you all. Perhaps we should see this as a benchmark that we should try and aim for in the future. I note that we are [inaudible] today. I am trusting that we have more people attending next week's call at a different time. There did seem to be a number of people who are usually with us who were in travel mode today, so that did make a difference.

With that, as ever I'd like to thank staff. I'd like to thank a terrific team of volunteers, i.e. all of you. And I will say I'd especially like to thank my co-rapporteur, Farzie, who, as is often the case in these calls, takes the lion's share along with Steve in any case managing the conversation, I tend to be more of a traffic cop than anything else in this.

So with that, I'm going to give you a good 25 minutes of your lives back. And for those of you who are finding this call is in the middle of their night, hopefully that will mean you can get back to a reasonably restful night and have a little bit of catch-up on missed sleep.

With that, we noted the 05:00 UTC preference from you, Kavouss. I'm sure staff will do their best to make sure that happens. And I would like

to ask now that the call be ended with my final thanks to you all. Bye for now.

[END OF TRANSCRIPTION]