

# SSR2 Staff / Leadership

22 September 2017



# Agenda

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- ⦿ Decisions reached – agree to revised process going forward
- ⦿ SSR1 gap analysis contractor – Co-Chairs to approve clarifications on the process for engaging contractors and gap analysis specification draft doc.
- ⦿ Technical writer - Co-Chairs to advise particulars of requirements
- ⦿ ICANN60 outreach – Update on scheduling and Co-Chairs to provide guidance on outstanding questions
- ⦿ Draft sub-group report template – Co-Chairs to provide feedback
- ⦿ Confirm draft plenary call agenda Tuesday 26 September
- ⦿ AOB

# Gap Analysis Contractor & Technical Writer

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- ⦿ **SSR1 gap analysis contractor**
  - Clarifications to process reflected in revised specifications document
  - Require Co-Chairs approval to move forward with the process
  
- ⦿ **Technical writer – Co-Chairs to decide on the particulars of the scope of work:**
  - Does the writer need to grasp the overall concept of ICANN's SSR remit?
  - Does the writer need to have some familiarity with security, the DNS and the internet identifiers that ICANN is responsible for?
  - How does the Review Team want the writer to gather information and content to use throughout the project?
  - How does the Review Team want the writer to organize the materials and content?
  - What organizational skills are required by the Review Team to make the process smoother?
  - How does the Review Team want the writer to handle problems when they arise?
  - How should the writer obtain further clarification on existing content or for content that is missing in order to proceed to complete the assignment?
  
- ⦿ Email link: <http://mm.icann.org/pipermail/ssr2-coordination/2017-July/000330.html>

# Decisions Reached Process

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Additional steps proposed to add to existing process:

- ⦿ Review decisions and action items reached on the call prior to its conclusion
- ⦿ Send a follow-up email to Co-Chairs, or rapporteurs in the case of sub-team meetings, to validate the content for positing on the wiki.
- ⦿ If an agreement is reached on a mailing-list, send a note to the Co-Chairs, or rapporteurs in the case of sub-team meetings, to confirm the decision.

# ICANN60 Outreach: Outstanding Questions

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- ⦿ Registry Stakeholder Group – Teleconference 4 October. Too early?
- ⦿ RSSAC – “How much time on agenda? Maybe better for Eric, Cathy to provide feedback”
- ⦿ GAC PSWG – “Are you looking for input specifically from a law enforcement/public safety perspective or are you interested in input relating to public policy concerns more generally?”
- ⦿ ccNSO - “A 20 minutes presentations of current (specific) findings could work, something general (introductory) would not, in our view, and be more suited for the main ccNSO meeting. Norm Ritchie is a member of both groups and can act as liaison here.”
- ⦿ Framework for Registry Operators to Respond to Security Threats – Shall we schedule time to meet with members of the drafting team in Abu Dhabi?

# ICANN60 Outreach: Schedule Update

SO/AC/Constituency	Date	Time	Status
Registries Stakeholder Group	4 October	16:30 – 17:00	Confirmed
GAC	30 October	08:30 - 09:00	Confirmed
SSAC	31 October	09:30 – 10:00	Confirmed
Non-Commercial Users Constituency	31 October	10:30 – 11:00	Confirmed
Commercial Stakeholder Group	31 October	11:30 – 11:50	Confirmed
Not-for-Profit Operational Concerns	31 October	14:00 – 14:30	Confirmed
GNSO	1 November	13:15 – 13:30	Tentative
ALAC			Tentative
ASO			Tentative

# Draft Sub-Group Report Template

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- ⦿ Co-Chairs to provide feedback to draft template circulated 9/15 for consideration.

# Draft Plenary Agenda Tuesday 26 September

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- ⊙ Updated SOIs & note apologies/absences
- ⊙ IANA Transition Subgroup (James et al)
  - Status of Subgroup work
  - Challenges, actions needed, work plan updates
- ⊙ Subgroup Work Plans
- ⊙ Contractors
  - SSR1 implementation gap analysis
  - Technical writer
- ⊙ NDA next steps
- ⊙ Preparing for Abu Dhabi (ICANN60)
- ⊙ AOB



# AOB

# ICANN61 Deadlines

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- ⦿ 9 November – deadline for MSSSI to submit a Global Event Request Form to the Meetings Team. This is 120 days before ICANN61.
- ⦿ 9 December – deadline for MSSSI to submit Travel Request form to Constituency Travel. This is 90 days before ICANN61.