SSR2 RT Plenary Call Report
Plenary Call #42
6 September 2018 – 14:00 – 15:00 UTC

Review Team Members:	Observers
Laurin Weissinger, Denise Michel, Kaveh Ranjbar, Norm Richie, Eric Osterweil, Ram Krishna Pariyar, Naveed Bin Rais, Scott McCormick, Kerry-Ann Barrett, Žarko Kecic	None
	ICANN Org
	Jennifer Bryce, Alice Jansen, Negar Farzinnia, Steve Conte, Brenda Brewer
Apologies	
Alain Aina, Jabhera Matogoro, KC Claffy, Boban Krsic	

These high-level notes are designed to help SSR2 Review Team members navigate through the content of the call. They are not meant to be a substitute for the recording or transcript, which are posted on the wiki at: https://community.icann.org/x/_QGNBQ

The SSR2 Review Team undertook the following during this session:

1. Welcome, roll call, SOI updates
Roll call and apologies. See recorded attendance above. No SOI updates provided.

2. Staff update on Barcelona meeting
Staff advised the review team that it will be able to meet on the requested dates in Barcelona (21st and 24th of October), with some caveats outlined on the call. The review team should expect to hear from ICANN travel in shortly, with the request that team members book their travel.

a. Engagement session - team to share thoughts
Staff advised that, should the team wish to hold an engagement session at ICANN63, a session request should be submitted this week. Team discussed considerations and agreed that it should host an engagement session, with one option being to carve out some time during the review team face-to-face meeting for community engagement.

Decision Reached: Team decided to hold an engagement session with the community at ICANN63.

Action Item: ICANN org to plan for an engagement session at ICANN63. In the event there is no availability in the schedule, the SSR2 is open to holding the engagement session during its meeting on Wednesday.

3. Finalize comms / outreach plan
Denise provided a status update on the comms and outreach discussions to-date, and offered to draft a comms/outreach plan to share with the list, with the help of other team members who wished to volunteer. Denise and Kerry-Ann volunteered to take the lead and share a draft for consideration early next week; Laurin offered his help where necessary. Team hopes to come to agreement on a final plan on the list but if not, this item can be included for discussion on the next call.

Action item: Denise, and Kerry-Ann, with Laurin's help, to prepare a draft comms/outreach plan for review team consideration. Comms/outreach plan to be rediscussed on the next plenary call #43.

4. Review of SSR1 outstanding questions and recommendations

Staff provided a brief overview of the slides, explaining that the slides contained questions that the review team had asked prior to the pause that had not yet been answered. Staff will ask the relevant subject-matter experts to review the questions and provide an estimated delivery date for answers to the questions. Denise requested that the questions and answers to each of the questions be contained in a single table on the wiki. Some team members noted that the outstanding questions should be answered to facilitate the review of implementation.

Action item: Staff to ensure that all of the questions RT has asked previously are posted in one table along with answers and expected completion date.

Action item: Staff to pursue answers to and provide expected completion dates for all outstanding SSR1 implementation questions.

Team shared ideas on the approach to review of SSR1 implementation efforts and how to record the team's progress of such review. Team agreed that it should illustrate why it made the decision of whether or not a recommendation was satisfactorily implemented in its reporting, and that ICANN org's perspective on implementation should also be captured.

Team agreed to take SSR1 recommendation 1 as the first item for discussion, to be discussed on-list and included on the agenda of the next plenary meeting.

Action item: Review team to take SSR1 rec 1 for discussion to the list and add to agenda for the next plenary call #43.

5. AOB

Kaveh sought clarification from the team on the action item assigned to him is to determine "if there is any disagreement from the Board on the approach regarding sending Terms of Reference to the Board as an FYI only." Action item was confirmed.

6. Confirm action items / decisions reached

Staff relayed and confirmed with the team the action items and decisions as recorded in the Adobe Connect room.

Consensus reached on decisions/action items: Yes