

**RSSAC Admin Teleconference Call  
Tuesday 20 November 2018**

**AGENDA**

**1. Call to order**

**2. Pending action items**

a. Administrative

1. CR and SS to draft response to New gTLD SubPro PDP WG about liaison.  
**CR and SS to work on a draft response**
2. Staff to propose RSSAC Caucus administrative changes (including mailing list rules, scheduling, etc.) and then propose transition plan for Service Coverage and Resolver Behavior work parties.  
**Staff to collect feedback and discuss during the in-person meeting in DC**
3. Staff to explore setting up an archive of editable RSSAC publications.  
**SS, CR and AM to put together RSSAC editable docs and links by priority**
4. CR to produce next draft of RSSAC000v4.  
**RSSAC to discuss RSSAC000v4 during the next teleconference.**
5. CR to draft background paper about "legacy issues."

b. Onboarding

1. CR and MA to develop lightweight RSSAC onboarding process for new RSSAC members.  
**CR and MA to plan an onboarding call with new members (Caucus and RSSAC)**
2. CR to work with RSSAC Caucus Membership Committee to develop lightweight onboarding process for new RSSAC Caucus members.

c. Organizational review implementation

1. CR to develop template for RSSAC work plan.
2. CR to develop overview of current leadership training and succession planning.

**3. Potential Work**

Items: <https://docs.google.com/document/d/1PWKGeLCLcqlu7RwaPetzlkWYWcHrv67Eq3-YvEyGcoA/edit>

- a. Updating publications: [https://docs.google.com/document/d/1bqEkVF34wyiRa1rl\\_jk-4tNHTlwbo6re\\_73jTwLMBW4/edit](https://docs.google.com/document/d/1bqEkVF34wyiRa1rl_jk-4tNHTlwbo6re_73jTwLMBW4/edit)

**Staff to include Work Items/publications to the agenda item for 4 December teleconference.**

**4. Administration**

- a. Meeting with Göran Marby: 5 December  
**RSSAC Co-Chairs to discuss RSSAC37 with Göran**
- b. RSSAC Co-Chair Transition Meeting: 13 December  
**MA to track travel support for Fred**

**5. Agenda for 4 December**

a. Discussions

1. Next workshop

2. Work items
  3. RSSAC000v4
  4. Work plan template
- b. Votes
1. Draft minutes for 24 October
  2. RSSAC Caucus members
  3. RSSAC mentor for ICANN Fellowship Program
  4. Packet Sizes work party
- c. FY20 ABR process

**6. Any other business**

**7. Adjournment**