

# 2017-11-20 NARALO Teleconference

## NARALO Monthly Teleconference

**Date:** Monday, 20 November 2017

**Time:** 20:00-21:00 UTC (for the time in various timezones [click here](#))

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**\*\*\* FR Interpretation will be available**

**How can I participate in this meeting?**

**1(800)550-6865, Teleconference EN ID: 1638**

**Teleconference FR ID: 1838**

**Adobe Connect Link:** <https://participate.icann.org/naralo/>

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### Participants

**EN:** Eduardo Diaz, Gordon Chillcott, John More, Susannah Gray, Javier Rua-Jovet, Leah Symekher, Marita Moll, William Michael Cunningham, Matt Rantanen, Allan Skuce, Alan Greenberg, Jeremy Austin, Eve Edelson, Joly MacFie, Evan Leibovitch,

**FR:** Charles Robert

**Apologies:** Loris Taylor

**Staff:** Heidi Ulrich, Silvia Vivanco, Gisella, Gruber, Yesim Nazlar, Claudia Ruiz

**Interpreters:** Isabelle, Aurelie

**Call Management:** Gisella Gruber & Claudia Ruiz

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### Summary Minutes:

**Action Items:** [EN](#)

**Recording:** [EN](#), [FR](#)

**AC Chat:** [EN](#)

**Transcript:** [EN](#), [FR](#)

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### 1. Attendance (X/47)

This section is to record the meeting attendance. The letters\* P, A or X are to identify the corresponding attendance state. The abbreviations\*\* EN and FR are to identify the corresponding interpretation channels.

#### ALS (Total 27 :: 12CA/2PR/13US) - Attendance (11/27)

P - EN - Allan Skuce	Pacific Community Networks Association/CA
X - EN - Dana Perry	Nova Scotia Community Access Program/CA
X - EN - Dustin Phillips	ISOC DC/US
P - EN - Eduardo Díaz	ISOC PR/PR
P - EN - Evan Leibovitch	Canadian Association for Open Source (CLUE)/CA
X - EN - Garth Graham	Telecommunities Canada/CA
X - EN - Grath Bruen	Knujon/US
A - EN - Glenn McKnight	Foundation For Build. Sustainable Communities/CA

P - EN - Gordon Chillcott	Greater Toronto Area Linux User Group/CA - ?
X - EN - John LaPrise	Association of Internet Users/US :: ALAC 2017-19
P - EN - Joly Macfie	ISOC NY/US
P - EN - Judith Hellerstein	Capital Area Globetrotters/US
X - EN - Kenneth L. Whitehurst	Consumers Council of Canada/CA
P - EN - Leah Sykmekher	ISOC SF/US
A - EN - Loris Taylor	Native Public Media/US
X - EN - Louis Houle	ISOC Quebec/CA
X - EN - Lynden Price	ISOC NC/US
P - EN - Marita Moll	ISOC CA/CA
X - EN - Mark Urban	ISOC Disabled and Special Needs/US
X - EN - Mike Schoenecker	ISOC CO/US
X - EN - Monique Chartrand	Communautique/CA
X - EN - Randy Glass	America@Large/US
X - EN - Seth Reiss	The IP/Tech. Section of the HI State Bar Assoc./US
X - EN - Steve Anderson	Open Media/CA
X - EN - Sunish Gupta	Visually Impaired & Blind Users Group (VIBUG)/US
X - EN - Thomas Lowenhaupt	Connecting.nyc Inc./US
A - EN - Yubelkys Montalvo	Hispanic Educational Tech. Services (HETS)/PR

## Unaffiliated (Total 20 :: 2 CA/1PR/16US) Attendance (3/20)

P - EN - Alan Greenberg/CA
X - EN - Daniel Wright/US
X - EN - David Allnut/US
X - EN - Edward Hasbrouck/CA
X - EN - Endrias Zewde/US
P - EN - Javier Rúa/PR
X - EN - Jean Armour Polly/US
X - EN - Jeongwon Ryu/US
X - EN - John Levine/US
X - EN - Jonathan Zuck/US
X - EN - Kristian Stout/US
X - EN - Linda Kaiser/US
X - EN - Michelangelo De Simone/US
X - EN - Philip Righter/US
X - EN - Roland Yarbrough/US
X - EN - Thomas Struett/US
X - EN - Thomas W Campbell/US
X - EN - Wendy Seltzer/US
X - EN - Wes Boudville/US

P - EN - William Cunningham/US

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Others

P - John More - representing ISOC DC

P - Matt Rantannen (representing Native Public Media)

P - Charles Robin representing ISOC Quebec (FR channel)

P - Jeremy Austin (Judith, for now I'm unaffiliated — Met Susannah and a few others at ARIN 40, and working on educating himself at present)

P - Susannah Gray (ISOC SF)

\*P=present/A=apology/X=not present

\*\* EN= English Channel, FR = French Channel

## 2. Quorum :: Consensus (12/10) - Votes (12/14)

This section is to record if there is quorum for decisions that requires a consensus call or formal vote.

20 November 2017: [Recording: 03] [Decision] Quorum established for consensus calls but not for votes.

## 3. Approval of the Agenda & Discussion Order

This section is to record the approval of this meeting agenda and its discussion order.

20 November 2017: [Recording: 03] [Decision] Approved by consensus

## 4. Resolved Discussions (i.e. Closed or Dormant)

This section is to approve moving to their respective archive locations the discussions that have been closed or made dormant in the previous meeting.

20 November 2017: [Recording: --] [Decision] Carry forward to next meeting

## 4. Meeting Discussion Order - ( = discussed in this meeting)

1. ITEM 001: New agenda for monthly meetings -
2. ITEM 006: Creation of Working Groups -
3. ITEM 018: [ALAC and the ALAC Appointee Selection Committee](#) (AASC) -
4. ITEM 019: [ALAC Finance and Budget Sub-Committee](#) (FBSC) -
5. ITEM 013: [ICANN 61 - two \(2\) open travel slots](#) -
6. ITEM 002: 2018 Individual member representative
7. ITEM 003: 2018 ALS Alternate representative(s)
8. ITEM 011: [2018 CROP Program Coordinators \(PCs\)](#)
9. ITEM 012: ABR (Additional Budget Request)-
10. ITEM 009: [NARALO Hot Topics](#)
11. ITEM 007: 2018 & 2019 Time table
12. ITEM 005: NomCom update report
13. ITEM 010: ARIN 40 trip reports
14. ITEM 014: [Individual Members Certification Criteria](#)
15. ITEM 015: [NARALO Newsletter](#)
16. ITEM 016: ICANN 61 Showcase & NARALO 10th Anniv.
17. ITEM 017: Outreach WG Update
18. ITEM 008: Meeting recordings as podcasts
19. ITEM 004: [SOI Updates](#)

## 5. Current Discussions

This section is for discussions that have been carried forward to this meeting.

## 6. New Discussions

This section is for new discussions in the agenda for this meeting.

### **ITEM 001: New agenda for monthly meetings**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED: 20 Nov 2017

TYPE: General

DESCRIPTION: Presentation and approval of the new meeting agenda format.

20 November 2017: [Recording: 04] New agenda format was explained and discussed. [Decision]: Approved by consensus. Closed.

### **ITEM 002: 2018 Individual member representative**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: This item is created to execute the following: Paragraph 3.3 of the 2017 approved NARALO Rules and Procedures state that "Appointment of a new voting representative and alternate(s) of the Individual Members shall take place as soon as practical after each ICANN Annual General Meeting".

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action to take: NARALO secretary to coordinate with staff and Independent Members the selection of the 2018 representative [Decision]: Carry forward to next meeting.

### **ITEM 003: 2018 ALS voting Rep & Alternates**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: This item is created to execute the following: Paragraph 3.2 of the 2017 approved NARALO Rules and Procedures state that "Each ALS Member in good standing shall appoint one (1) voting representative and one (1) to two (2) alternates in accordance with its own selection procedures".

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action to take: NARALO secretary to coordinate with staff and ALS members the selection of the ALS representative and Alternates. Item lead change to Glenn McKnight. [Decision]: Carry forward to next meeting.

### **ITEM 004: SOI Updates**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: NARALO members should be encouraged to update/create their Statement of Interest (SOI).

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action to take: NARALO secretary to coordinate with staff to encourage all NARALO members to update/create their SOIs. Item lead change to Glenn McKnight. [Decision]: Carry forward to next meeting.

### **ITEM 005: NomCom update report**

LEAD: Leah Sykmekher

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: Brief report by our 2018 NomCom representative.

20 November 2017: [Recording: --] This item was not discussed during the meeting. [Decision]: Carry forward to next meeting.

#### **ITEM 006: Creation of Working Groups**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: This item is to create a series of Working Groups (WGs) to structure our collective regional efforts more efficiently and effectively. WGs can be Formal or AdHoc. Formal WGs work closer with staff since Wiki pages, call coordination and such are involved. AdHoc WGs require minimal staff support and are mostly done on informal basis. WGs to be created are: Policy, Education and Outreach.

20 November 2017: [Recording: 10] Initial scope and responsibilities for each follows:

##### ü Policy WG:

###### o Scope:

§ All policy issues affecting NARALO end-users and/or interest to NARALO members in general

###### o Responsibilities:

§ Understand policy issues with an aim to become "matter experts" in selected policy issues

§ Prepare NARALO statements/comments for ALAC and/or any other group

§ Coordinate with the Education WG to prepare snippet (~ 15 minutes) webinars related to policy

##### ü Education WG:

###### o Scope:

§ Any issues (i.e. policy, process, etc.) affecting NARALO end-users and/or interest to NARALO members in general.

###### o Responsibilities:

§ Understand issues with an aim to prepare snippet type (~15 minutes) webinars to explain them in "layman terms"

§ Coordinate with staff to provide editorial help in with NARALO statements/comments for ALAC and/or any other group

§ Coordinate with staff the preparation/publishing of educational material for the region

##### ü Outreach WG:

###### o Scope:

§ Any outreach program resulting in increasing the NARALO membership base

###### o Responsibilities:

§ Identify and/or create outreach programs

§ Identify, create and execute metric process to measure results for each program

§ Keep track of deadlines, efforts and results for each program

Creation of the groups was approved by consensus. John Laprise to lead Policy, Alfredo Calderón to lead Education and Glenn McKnight to lead Outreach. Joining Policy: Jonathan Zuck and Javier Rúa and Sussanah Gray. Action required: Each WG to revise Scope and Responsibilities. [Decision]: Carry forward to next meeting.

#### **ITEM 007: 2018 & 2019 Time table**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: A table with NARALO important dates needs to be created and updated as necessary. Example of these dates are: elections, CROP, fellowship programs, monthly mid/year reports, strategic plans, etc.

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action required: NARALO secretary to coordinate with staff to prepare the table. [Decision]: Carry forward to next meeting.

#### ITEM 008: Meeting recordings as podcasts

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: Currently, if you want to hear a specific NARALO meeting recording you must find where it is located. This is a "PULL" operation. To make it easier for the region, we should recreate these recordings into podcasts and have them available through a subscription. This will make it a "PUSH" operation. This can be extended to other areas like webinars, working groups, etc.

20 November 2017: [Recording: --] This item was not discussed during the meeting. [Decision]: Carry forward to next meeting.

#### ITEM 009: [NARALO Hot Topics](#)

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: Policy

DESCRIPTION: Seven (7) NARALO hot topics (HTs) were identified during the General Assembly (GA) held in New Orleans in April 2017. These are as follows: Privacy, Trust, Surveillance, Net Neutrality, Digital Literacy, Universal Internet Access and Cybersecurity. You can see a summary of these [HERE](#). The original discussion that occurred during the GA is located [HERE](#). Volunteers have been assigned lead roles to f/u on the HTs. We need to re-confirm them. In addition, each HTs needs to be clearly defined indicating what is the specific issue(s) that affects our region and what outcome we want to see after discussing them.

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action required: Public WG to define these and include in their work flow. Decision]: Carry forward to next meeting

#### ITEM 010: ARIN 40 trip reports

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: Outreach

DESCRIPTION: Brief report by the two NARALO representatives -Susannah Gray (ISOC SF) & Yubelkys Montalvo (HETS) - that were supported by Community Regional Outreach Program CROP (Community Regional Outreach Program) and ABR (Additional Budget Request) initiative to attend ARIN 40 on 5 - 6 October 2017 at San Jose, California. Questions to answer: What kind of outreach effort was done? Did the effort produced a positive engagement? Will you recommend continuing our participation in these events? Is there anything else that you want to say about the experience/event?

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action required: NARALO Secretary to coordinate with staff, Susannah and Yubelkys so trip reports are included in ABR [HERE](#) and CROP [HERE](#). In addition, NARALO Secretary in coordination with staff will f/u with CROP NARALO Program Coordinators (PCs) to complete the CROP Acknowledgement Section located [HERE](#). Item lead change to Glenn McKnight. [Decision]: Carry forward to next meeting.

#### ITEM 011: 2018 CROP Program Coordinators (PCs)

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: Designate CROP Program Coordinators (PCs) for NARALO.

20 November 2017: [Recording: --] This item was not discussed during the meeting. Action required: NARALO Secretary in coordination with staff to inform 2018 designations to the CROP manager and update CROP page [HERE](#). Glenn and Judith are the current PCs. [Decision]: Carry forward to next meeting.

#### **ITEM 012: ABR (Additional Budget Request)**

LEAD: Heidi Ulrich

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: To inform the region about important updates to the ABR

20 November 2017: [Recording: 37] Kick-off: December 15, 2017, FBSC decisions by end of January 2018. See FY'18 workspace [HERE](#) for previous submissions. FY'19 workspace is [HERE](#) for time lines and more information. More details in the recording. [Decision]: Carry forward to next meeting.

#### **ITEM 013: ICANN 61 - two (2) open travel slots**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: ICANN 61 will be held in Puerto Rico (PR) in March 2018. Eduardo Díaz (NARALO Chair) and Javier Rúa (ALAC NARALO NomCom Appointee) live in PR therefore there will be two open slots for people to attend this event.

20 November 2017: [Recording: 46] Eduardo informed that he and Javier will be using the hotel and per diem budget allocation. It is allowed to use the two available travel slots with no hotel/per diem. Possibility of combining the two travel slots into one full supported travel slot, i.e. air, hotel & per diem. Action required: Judith to talk to Heidi/Alan privately to point to other RALOS that have done this (combining slots). Decision: Carry forward to next meeting.

#### **ITEM 014: Individual Members Certification Criteria**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: The process for certification of new Individual members should be revised to assure that they are to follow NARALO Rules and Procedures and any other NARALO approved governance document. An on-line form should be created to manage new applications. Current criteria and process are located [HERE](#).

20 November 2017: [Recording: XX]. This item was not discussed during the meeting. Action required: Revise certification process for individual members [Decision]: **Carry forward to next meeting.**

#### **ITEM 015: NARALO Newsletter**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: This item is to discuss the change of the NARALO newsletter editor which is currently being done by Eduardo Díaz. Shelley Robinson, Executive Director of National Capital FreeNet/Libertel de la Capital nationale has volunteer to take over the production of the newsletter. This organization intends to be an ALS.

20 November 2017: [Recording: XX] This item was not discussed during the meeting. Action required: Approve change by consensus [Decision]: Carry forward to next meeting.

**ITEM 016: ICANN 61 Showcase & NARALO 10th Anniv.**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: This item is to discuss and f/u the coordination of the ICANN 61 NARALO showcase and the celebration of NARALO 10th anniversary.

**20 November 2017: [Recording: XX]** This item was not discussed during the meeting. Action required: Create an Ad-hoc WG to work in conjunction with the Outreach WG and staff to coordinate both activities. [Decision]: Carry forward to next meeting.

**ITEM 017: Outreach WG Updates**

LEAD: Glenn McKnight

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: This item is for the Outreach WG to report on NARALO Outreach efforts.

**20 November 2017: [Recording: XX]** This item was not discussed during the meeting. [Decision]: Carry forward to next meeting.

**ITEM 018: [ALAC and the ALAC Appointee Selection Committee \(AASC\)](#)**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General

DESCRIPTION: Under the request of Alan Greenberg, Chair of the [ALAC and the ALAC Appointee Selection Committee \(AASC\)](#), we are issuing a call for members of the 2018 AASC. The AASC reviews applications for various positions related to the ALAC and makes recommendations to the ALAC on which candidates to appoint or endorse. The AASC is Chaired by the ALAC Chair and is composed of:

- the ALAC Leadership Team excluding the ALAC Chair (Seun, Maureen, Bastiaan and Bartlett) and one other ALAC Member from the Chair's region;
- one member representing each RALO.

The AASC selects people to occupy critical positions and AASC members must be both able and willing to take the time to review applications in detail and to participate in the decisions of the Committee. For your information, the RALO representatives on the 2017 AASC are:

- AFRALO - Barrack Otieno
- APRALO - Ali AIMeshal
- EURALO - Nenad Marinkovic
- LACRALO - Maritza Yesenia Aguero Minano
- NARALO - John Laprise

There are no term limit requirements. RALO Chairs should inform Alan and At-Large staff by **24 November at 23:59 UTC** who the RALO Member will be from your region.

**20 November 2017: [Recording: 32]** Action required: A call for self-nominations will be sent to the region. Please see recording for details [Decision]: Carry forward to next meeting.

**ITEM 019: [ALAC Finance and Budget Sub-Committee \(FBSC\)](#)**

LEAD: Eduardo Díaz

OPEN: 20 Nov 2017, CLOSED:

TYPE: General



DESCRIPTION: Under the request of Alan Greenberg, Chair of the ALAC and [ALAC Finance and Budget Sub-Committee](#) (FBSC), we are issuing a call for members of the 2017-2018 FBSC. The tasks of the FBSC include but are not limited to:

- Coordination of the annual additional Budget Requests from the ALAC and the RALOs that will be filed to go into the yearly ICANN budget
- Drafting of any Statement regarding the ICANN Budget Process
- Drafting of any Statement regarding the ICANN Strategic Process
- Drafting of any Statement regarding ICANN's Operating plan
- Issues involving Constituency Travel Budgets

There will be two Members per region:

- One ALAC member to be selected by the region's ALAC members. Please note that Alan is the Chair of the FBSC and would prefer not to serve as the NARALO ALAC member.
- One Member representing the RALO. This will normally be a RALO Chair, Vice-Chair (if the region has such an officer defined) or Secretariat. A RALO may choose someone else to be their official representative, as long as that person is both involved in the selection and preparation of that region's budget requests, and is empowered to act on behalf of the region on the FBSC.

Need to inform Alan and At-Large staff by **Friday, 24 November at 23:59 UTC** who the RALO Member will be from our region.

20 November 2017: [Recording: 20] Judith, William and Eduardo will be part of this group. Action required: A call to region will be sent to the region to invite other members. See recording for more details. [Decision]: Carry forward to next meeting.

## 7. Any Other Business (AOB)

This section is for any new discussions not in the agenda for this meeting.

### ITEM 020\*: [Item title here]

LEAD: [name]

OPEN: [open date], CLOSED:

TYPE: [General], [Policy], [Education], [Outreach]

DESCRIPTION: [Brief description]

\*Use this format. The number shown is the next in the sequence of discussions. Update every meeting if necessary.

## 8. Next Meeting:

20 November 2017: Monday, 11 December 2017 @ 20:00 UTC - [Decision]: Agreed by consensus. Staff to send invitation.

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## Supporting Material

- [2017 NARALO Rules and Procedures](#)
- [NARALO Hot Topics](#)
- [FY19 Budget Workspace](#)
- [ALAC Finance and Budget Sub-Committee](#)
- [ALAC and the ALAC Appointee Selection Committee](#)