

ASO AC Teleconference

13 November 2019

12:00 PM UTC

Draft Minutes

Attendees	Observers	Apologies
AFRINIC Noah Maina (NM) Wafa Dahmani Zaafouri (WD) ARIN Kevin Blumberg (KB) – Vice Chair Louie Lee (LL) Jason Schiller (JS) LACNIC Esteban Lescano (EL) Ricardo Patara (RP) Jorge Villa (JV) – Vice Chair RIPE NCC Hervé Clément (HC) Nurani Nimpuno (NN) Filiz Yilmaz (FY) Secretariat Susannah Gray (SG) – Minutes	AFRINIC Ernest Byaruhanga ARIN Sean Hopkins (SH) LACNIC Gianina Pensky (GP) ICANN Board Akinori Maemura (AM) ICANN Staff Carlos Reyes (CR) Community: 0	AFRINIC Omo Oaiya (OO) APNIC Brajesh Jain (BJ) Aftab Siddiqui (AS) - Chair Simon Sohel Baroi (SB)

New Action Items From This Meeting

- New Action Item 191113-1: ALL to review the notes from the ICANN 66 closed working session and provide feedback, questions and additional comments on the Seat 9/10 Election procedures.
- New Action Item 191113-2: AS to develop a timeline and process for the items outlined in Action Item 191113-1.
- New Action Item 191113-3: AS/GV to inform the ASO AC of sessions of interest to the Numbers community at ICANN 67 as soon as possible.
- New Action Item 191113-4: AS to lead the discussion on the ICANN 67 ASO AC session agenda and scheduling over the next three teleconferences.
- New Action Item 191113-5: HC to circulate the Draft 2019 ASO AC Work Plan Activity Review before the December teleconference.
- New Action Item 191113-6: LL to circulate the draft 2020 ASO AC Work Plan before the December Teleconference for finalization in January when the new ASO AC is in place.
- New Action Item 191113-7: AS to circulate the draft Annual Transparency Review before the December Teleconference.
- New Action Item 191113-8: Secretariat to set up a Confluence site for the ASO AC.

- New Action Item 191113-9: GV to circulate the draft ASO AC Chair Election timeline and to ask those regions that have not yet appointed members to do so as soon as possible.
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Agenda

0. Welcome
 1. Roll Call
 2. Agenda Review
 3. Review October 2019 Minutes
 4. Review Open Actions
 5. Summary of ICANN66
 6. Planning for ICANN67
 7. Workplans
 - a) Draft 2019 ASO AC Work Plan Activity Review - Volunteer
 - b) Draft 2020 ASO AC Work Plan - Volunteer
 8. Annual Transparency Review - Volunteer
 9. Workspace/Confluence Update
 10. ASO Website Update
 11. ASO AC Chair Election
 12. Reports
 - a) LACNIC 32
 - b) RIPE 79
 - c) ARIN 44
 13. AOB
 14. Adjourn
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0. Welcome

KB welcomed the attendees. He explained that AS was unable to attend due to a family emergency and that he would Chair the meeting in AS's absence.

1. Roll Call

SG performed the roll call and declared quorum.

2. Agenda Review

KB proposed the motion to accept the agenda as was. JS seconded the motion. There were no objections. Motion carried.

3. Minutes Review

HC proposed the motion to accept the minutes from the October teleconference. NN seconded the motion. There were no objections. Motion carried.

KB asked the Secretariat to publish the minutes on the ASO website.

4. Review Open Actions

- **Action 191002-01: GV to open a support ticket with Zoom regarding the recurring issue of no microphone option being available for some users upon joining and report back to the ASO AC on progress > *In Progress*.**

FY noted (via chat) that her microphone was not functioning so she had no voice capability: Zoom was still not functioning correctly for her.

SG noted that the Secretariat had met with FY during the recent ICANN 66 meeting to observe the microphone issue. She noted that GV had opened a ticket with Zoom and that he would report back on progress.

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- **Action Item 190904-2 All ASO AC to monitor the zoom platform and discuss the outcome of the first teleconference open to observers > *Tabled*.**

KB noted that there had not been any external observers on any of the calls so far. Until there were observers calling in it might be difficult to provide feedback on this action item.

JS suggested that this action could be tabled rather than closed. The ASO AC agreed to table this action item.

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- **Action Item 190904-3 AS to suggest the term to use to replace the references to the AC-COORD list in the ASO procedures. The wording should match the description of the AC-DISCUSS mailing list on the ASO website > *Open*.**

KB noted that this was discussed in the last teleconference but the text had not yet been circulated.

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- **Action Item 190904-4 AS to set a time as early as possible to discuss the streamline of the ICANN NomCom and ICANN Board election process during ICANN 66 in Montreal > *CLOSED*.**

KB noted that the ASO AC members present during the ICANN 66 closed working session had had a lengthy discussion on this. The general consensus from that meeting was to try to have draft streamlined election procedures in place ready to be moved forward at the upcoming ASO AC F2F meeting at ICANN 67. He continued that there should now be an action on the ASO AC members to go through the procedures, familiarize themselves and outline areas that needed to be improved or simplified, areas that were no longer necessary or parts where additional flexibility should be built in. He added that comments should be sent to the *ac-internal* mailing list, as there could be discussion on specific internal processes that should not be public.

SG noted that no formal action items were documented during the ICANN 66 closed working session, as it was not a formal ASO AC session so any actions on the ASO AC should be assigned now.

HC suggested that the notes from the ICANN 66 closed working session could be used.

KB noted that, during the ICANN 66 closed working session, there were several items that the ASO AC seemed to agree on and these should now be distributed to the mailing list for the benefit of those who were not in attendance.

NN noted that the ASO AC had had a productive discussion on how to improve the procedures. Reducing that work to a simple action item for the ASO AC to review and familiarize themselves with the

procedures might be diminishing the good work already done. She continued that there had been agreement to use the rest of 2019 to discuss how the election procedures could be improved. On a broader level, the ASO AC could also learn from the ICANN NomCom's procedures and other existing processes.

KB clarified that the suggested action item was for each ASO AC Member to highlight areas that needed improvement not just to familiarize themselves with the procedures. A timeline should now be created.

NN suggested that the ASO AC should start with notes from the ICANN 66 closed working session. The process would be a lengthy one and she presumed that the chair would drive it.

New Action Item 191113-1: ALL to review the notes from the ICANN 66 closed working session and provide feedback, questions and additional comments on the Seat 9/10 Election procedures.

New Action Item 191113-2: AS to develop a timeline and process for the items outlined in Action Item 191113-1.

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- **Action Item 190703-1: KB to send notes to the ac-discuss mailing list regarding audit committee and vote verification methods that were discussed during the ICANN 65 Meeting. Topic to be discussed in ICANN 66 in Montreal > *CLOSED*.**

KB noted that this item had been discussed during the ICANN 66 closed working session.

5. Summary of ICANN66 (Seat 9/10 and NomCom selection process review)

See also discussion under Action Item 190904-4.

HC commented that the notes from the work session at ICANN 66 had been sent to the *ac-internal* mailing list and asked if feedback on the process should also be sent to the closed list.

KB noted that discussion should continue on the closed mailing list.

SG noted (via chat) that the notes from the ICANN 66 closed working session had been sent to the *ac-internal* mailing list because the session had not been public. They could be distributed on the *ac-discuss* mailing list if the Chair/ASO AC agreed to this.

FY (via chat) noted that she did not agree with continuing the Board election process discussions on the *ac-internal* mailing list.

KB noted that there were pros and cons to holding this discussion on the *ac-internal* mailing list. The ASO AC should decide which parts of the discussion should be open and which parts closed.

NN agreed with FY. She noted that there might be sensitive issues that should be discussed in private but discussions that pertained to improving the procedures could be done on the open *ac-discuss* mailing list. The discussion should be transparent by default.

KB noted that there was no decision made during the ICANN 66 closed working session about which mailing list the discussion should take place on. However, he noted that some specific scenarios and past anomalies were discussed and these should not be discussed in public.

JS asked if there was anything other than past anomalies that the ASO AC foresee should be discussed on the *ac-internal* mailing list.

FY (via chat) also asked that those who felt that the discussion should be closed should elaborate on why.

NN agreed that past anomalies should be discussed on the *ac-internal* mailing list but the default for all other discussions should be open.

KB noted that anomalies, ways potential candidates had used the procedures in unintended ways and ways that the system could be gamed would need to be discussed on the *ac-internal* mailing list.

FY (via chat) noted that there were things in the procedures that did not work well and that was why the ASO AC was now improving them. She added that ASO AC members should refrain from mentioning names and specific scenarios on the *ac-discuss* mailing list

JS commented that he could not foresee anything that would need to be discussion on the *ac-internal* mailing list except for past anomalies. He suggested that as there were no other items that the ASO AC could foresee needing to be discussed on the closed mailing list, the discussion should take place on the *ac-discuss* mailing list except when past anomalies were under discussion. These discussions could start on the *ac-internal* mailing list and then be moved to the *ac-discuss* mailing list if deemed appropriate.

KB agreed with JS. All discussions should be open by default and then be moved to the closed list if necessary. For example, internal procedures on how the ASO AC comes up with interview questions could be moved to the *ac-internal* mailing list.

NN agreed with KB.

FY (via chat) commented that the ASO AC should not pre-filter and no items should initially be tagged as closed: the Chair could call for the discussion to be moved to the *ac-internal* mailing list at any time.

- ***Signing of Revised ASO MoU***

NN noted that the new ASO MoU had been signed during the ICANN 66 Meeting.

KB commented that had been 20 years since the previous one had been signed. Signing the first MoU had been one of Axel Pawlik's first tasks as the new RIPE NCC CEO and signing the second MoU one of his last tasks as the outgoing CEO.

- ***Recommendation #9: Duties of ASO AC Chair and Vice Chair***

HC noted that these had not yet been added to the Operating Procedures.

NN noted that this was still pending.

6. Planning for ICANN67 (Public Policy mockup, Public Session, F2F meeting)

KB explained that, during the work session at ICANN 66, the ASO AC had briefly discussed holding a global policy proposal run-through/mock up during the F2F meeting at ICANN 67. As it had been many years since there had been a global policy proposal, testing the procedures on a generic test proposal could be beneficial. Outside parties could be brought in to assist. He suggested that the public ASO session should be similar to that held at ICANN 64: between 90-120 minutes and bring in additional parties/information to make it more robust for community.

NN commented that the ASO AC should begin planning for ICANN 67 earlier than had been done previously. She strongly requested that the ASO AC F2F meeting agenda and sessions of interest to the ASO AC be published several weeks beforehand. She continued that the ASO AC were volunteers and needed to plan around other work that needed to be done during the week. ICANN support staff might also appreciate having things clear in advance for organizing rooms.

NN also asked that any presentations that needed to be commented on or updated should be circulated before the ICANN Meeting week and not during it. She added that there had been a comment from an observer during the open working session that the ASO AC should define the audience and whom it wants to reach and shape the content based on that.

HC agreed with NN and suggested that everything could be discussed and finalized in the February meeting before the ICANN 67 F2F in March. He added that Leslie Nobile's How it Works presentation was well received and there could be interesting discussions on this during the ASO open session at ICANN 67.

KB noted that the following should be taken into account for the upcoming F2F: the session should take place later in the week to allow for long travel times and the agenda needs to be published well in advance. He added that the ICANN agenda was not usually finalized until a couple of weeks before the event, which made it hard to plan.

CR noted that the block schedule was published a few months in advance of the meeting so people would know when and where the forums and plenary sessions would occur. At that point the community leaders began to propose sessions and a list of topics that are under consideration would be available. He noted that none of this should limit the ASO AC's own planning and that he would forward the block schedule as soon it was available.

KB noted that the ASO AC could use the block schedule to ensure that its own sessions were not conflicting with important ICANN ones. He agreed that the ASO AC's agenda should be finalized weeks in advance and suggested that the February teleconference should be used to finalize the ASO AC's schedule and activities at ICANN 67.

NN noted that, at previous F2F meetings, it had been the assumption that the ASO AC sessions should try to avoid conflicting with the Opening and Closing plenaries, the ASO-ICANN Board session, the Public Forums and any other session specifically relating the Numbers community. She noted that she had mentioned this during the recent meeting at ICANN 66 and there had been some disagreement about this assumption.

KB commented that on some occasions, an ASO AC member might attend an ICANN Meeting with other priorities – the NomCom representative, for example, would need to prioritize NomCom activities. It would therefore be helpful to understand if someone had legitimate priorities outside of their ASO AC work. Finding large blocks of available space during the week would be a balancing act. As the topics of interest to the Numbers community might not be available until a couple of weeks before the meeting, he asked the Chair and Secretariat to keep the ASO AC informed of any sessions of interest as soon as they become aware of them.

New Action Item 191113-3: AS/GV to inform the ASO AC of sessions of interest to the Numbers community at ICANN 67 as soon as possible.

New Action Item 191113-4: AS to lead the discussion on the ICANN 67 ASO AC session agenda and scheduling over the next three teleconferences.

7. Workplans

a) Draft 2019 ASO AC Work Plan Activity Review - Volunteer

HC volunteered to draft the 2019 ASO AC Work Plan Activity Review.

New Action Item 191113-5: HC to circulate the Draft 2019 ASO AC Work Plan Activity Review before the December teleconference.

b) Draft 2020 ASO AC Work Plan - Volunteer

LL volunteered to draft the 2020 ASO AC Work Plan

New Action Item 191113-6: LL to circulate the draft 2020 ASO AC Work Plan before the December Teleconference for finalization in January when the new ASO AC is in place.

8. Annual Transparency Review - Volunteer

New Action Item 191113-7: AS to circulate the draft Annual Transparency Review before the December Teleconference.

9. Confluence / Workspace Update

KB explained that the ASO AC had previously discussed the need to have a centralized workspace to store and collaborate on documents. It would need to be something that could be both open to the public as well as have a private section. He continued that some options had been evaluated and that it was being suggested that the ASO AC trial Confluence for a few months. The Secretariat already uses Confluence and there is a robust permissions structure that allows for public/private access. There are pros and cons but the ASO AC should trial this tool and evaluate whether it would be a good fit at the upcoming F2F meeting.

JS suggested that the ASO AC use Confluence to do a redline version of the Board Election Procedure section of the Operating Procedures to see how it works.

LL also suggested that the 2020 ASO AC Work Plan could be worked on using Confluence.

KB asked the Secretariat to set up the Confluence site and set up a call for those who might need a 101 on how to use it.

SG noted that she would send a request to the RIPE NCC to set up the ASO AC. She added that the set up might take some time, as the team would need to schedule it in around their other work.

New Action Item 191113-8: Secretariat to set up a Confluence site for the ASO AC.

10. ASO Website Update

SG gave an update on the progress of the new ASO website project.

HC commented that the proposed website looked cleaner. He was positive about the first iteration.

KB noted that he looked forward to working navigation, cleanness, accessibility and responsiveness in the new website. He added that the design decisions should be left in the capable hands of the Secretariat and the RIRs' communications teams. He stressed the importance of testing the site on mobile, as finding information on the current mobile site was almost impossible.

SG noted that the new website would be fully responsive and had a greatly improved search function. She added that she would keep the ASO AC updated on the project's progress.

11. ASO AC Chair Election.

KB noted the GV had mentioned that the nomination phase should start as soon as possible. The complication was that some RIRs had not completed their elections/appointments for the upcoming year. The Chair nomination phase needs to be open long enough to enable all incoming members to participate.

HC noted that that AFRINIC had not yet appointed its Board-appointed member.

NN also noted that both OO and WD's terms ended in 2019.

KB added that the APNIC Board-appointed member was usually appointed very late in the year.

New Action Item 191113-9: GV to circulate the draft ASO AC Chair Election timeline and to ask those regions that have not yet appointed members to do so as soon as possible.

12. Reports

a) LACNIC 32

RP noted that he had circulated a report on the mailing list and gave a short overview of LACNIC 32.

b) RIPE 79

HC and NN gave a brief update on the RIPE 79 Meeting.

c) ARIN 44

LL noted that he had circulated a report on the mailing list about ARIN 44. He added that JS had been thanked for his long-term contribution to the ASO. Martin Hannigan had been elected into the seat that JS had vacated. He had served on the ASO AC in the past.

13. AOB

There was no AOB.

14. Adjourn

LL proposed the motion to adjourn. HC seconded. There were no objections. The meeting ended at 13:45 UTC.

-END-