

Accountability & Transparency Review Team – Conference Call

Monday 12, April 2010 – 12.00 PM UTC

PRELIMINARY REPORT

Recording posted at <http://alturl.com/ghu9>, password: zave25Az (posting expires: 3 May 2010).

RT Selectors and Members

(PDT) Peter Dengate Thrush
(JS) Janis Karklins
(MI) Manal Ismail
(LS) Lawrence Strickling
(WA) Warren Adelman
(BB) Becky Burr
(FC) Fabio Colasanti
(WC) Willie Currie
(BC) Brian Cute
(EI) Erick Iriarte
(CLO) Cheryl Langdon-Orr
(LL) Louie Lee
(OM) Olivier Muron
(XZ) Xinsheng Zhang

Invited by RT Members

(MN) Michael Niebel
(WD) William Dee
(FA) Fiona Alexander

Supporting Staff

(ML) Marco Lorenzoni
(AJ) Alice Jansen

- This was the first conference call of the Accountability and Transparency Review Team (RT). Members of the Review Team discussed the following items:
 - Time and place of upcoming meetings;
 - Discussion and adoption of the preliminary agenda for the first f2f meeting;
 - A.O.B.
 1. Participation of RT members' assistants in the RT meetings
 2. Identification of the task/work stream leaders among members in the run-up to first meeting

Summary of actions taken and identified

- RT members agreed to record the call for future reference; publication of the recordings of RT members will be discussed during the first F2F meeting of the RT.
- Based on the results of a Doodle poll, the Review Team decided that the **first F2F meeting** would be held in Marina Del Rey (Los Angeles) on Wednesday, 5 April 2010 and Thursday, 6 April 2010. The agenda for this meeting is as follows:
 - Self-introduction of Members;
 - Election of the Review Team Chair;
 - Identification of methodology and timetable;
 - Definition of use of external support (independent experts, consultants);
 - Definition of use of staff support;
 - Definition of Terms of Reference (ToR) and drafting of Indicators of Performance (IoP);

- Identification of the Conflict of Interest policy (Col);
 - Discussion on operating rules (recording, public vs. private meetings, participation of assistants in RT works, ...);
 - Interaction with ICANN staff.
- A second **conference call** was scheduled for Monday, 26 April 2010 in anticipation of the F2F meeting. Even though the agenda of this call has not been set yet, the purpose of this meeting should be to refine the definition of the issues to be discussed during the F2F meeting in Mdr. This call should furthermore allow members to identify topics that ICANN staff will be requested to present during the F2F meeting. In preparation for this call, RT members are invited to exchange via email their views and contributions on the key issues to be discussed in Mdr, namely:
- Methodology;
 - ToR;
 - IoP;
 - External support;
 - Staff support;
 - Col policy to be adopted;
 - Topics to be presented by staff at the Mdr F2F meeting;
 - Others of interest
- Brussels – Review Team Members intend to meet for a **second F2F meeting right before the ICANN Brussels meeting starts**. A doodle poll will be circulated so as to determine a convenient date for this meeting.
- The RT started a discussion about the possibility for **Assistants of RT members** to participate in the works of the RT. RT Members will finalize the debate on this issue during the first F2F meeting and within the discussion on operating rules.
- In order to facilitate interaction of RT members, ICANN staff was requested to setup an **email list**. Administrator should be Janis Karklins.

Pending actions:

- ICANN staff to post recording of the meeting on a password-protected webspace (completed).
- ICANN staff to organize logistics for the F2F meeting in Mdr (on-going).
- ICANN staff to organize a poll for a conference call on 26 April 2010 and to make arrangements the call in accordance with preferences expressed by RT members.
- RT members to exchange views and contributions on the key issues to be discussed in Mdr, namely: methodology, ToR, IoP, external support and staff support, Col policy to be adopted, subject of topics to be presented by staff at the Mdr F2F meeting.
- ICANN staff to organize a poll for a F2F meeting in Brussels right before the ICANN meeting.
- ICANN staff to setup an email list (completed).