

## **Summary Notes from Community Leaders' Meeting with ICANN Org on Constituting a Community Representatives Group to Select Nominees for the Independent Review Process (IRP) Standing Panel - 2 September 2020**

### **Action Items**

#### Proposal for final community leaders' discussion and decision:

The Community Representatives Group should be a small, lightweight, odd-numbered group of between 7-15 members, who [in the aggregate] have [the following agreed] expertise and who, as far as possible, represents a diversity of stakeholders and interests across the ICANN community. The size of the group is less important than the skillsets/expertise of the members on the group.

Suggested non-exhaustive list of expertise which the Group should possess in the aggregate:

- (1) experience in selecting Board members (or similar officers or appointees with fiduciary duties) or service on a nominating committee for such selections (note: does not have to be ICANN's Nominating Committee; experience in academic departments could meet this expertise);
- (2) experience working with recruitment firms and managing vendors;
- (3) relevant organizational and process experience (i.e. ability to understand and evaluate the standing panelist criteria and responses, which includes legal and arbitration experience) and
- (4) [TBD].

#### Comments on the draft Terms of Reference:

Community groups who have not yet provided feedback on the draft document should submit their input by 18 September if possible.

### **Discussion**

#### Update from ICANN Org

ICANN org reported that, as of the closing date of 31 August, ninety-eight (98) Expressions of Interest had been received. ICANN org will be starting to review the materials received, to ensure that base level set of relevant information is available for all the candidates. This may entail reaching out to some candidates to obtain additional information. ICANN org will also be working on a proposal to select an external expert whose role will be to advise and assist the Community Representatives Group in selecting a slate of candidates for the IRP Standing Panel, for confirmation by the ICANN Board. ICANN org will work to identify potential candidates, with a goal that at least some of the candidates will not have prior contractual relationships with ICANN. The expert may, but does not have to be, an entity who has worked previously with ICANN (e.g. with the Nominating Committee).

Under the Bylaws, ICANN org will perform an initial vetting of the applicants, to determine those who have the necessary qualifications so as to move forward for consideration by the

Community Representatives Group. The process for this initial vetting will be documented for transparency.

#### Community Representatives Group: Size & Qualifying Criteria

The community leaders generally agreed that a smaller group will likely be more efficient and effective. Although there was no specific agreement on what the optimal number of members might be, several leaders thought it unproductive and unnecessary to focus on an actual number. While it was noted that representativeness across the community is a desired goal, most agreed that what will be critically important is for the group members to, in the aggregate, possess the necessary skills to perform the work required of the group. The leaders noted that different groups have members with varying skillsets and knowledge, so it is not realistic to expect that all the appointed members to the Community Representatives Group will all possess the same type or level of expertise.

The leaders acknowledged that it will be important to set up the Community Representatives Group for success from the start, including agreeing on the specific expertise and skillsets that the group is expected to possess.

#### Other Topics

##### *(a) Statement of Work (SOW) for hiring an external expert to assist the Community Representatives Group*

Question: To what degree does the SOW for the external expert need to be informed by the agreed roles and process for interaction with the Group? It may be helpful if the SOW could highlight the existing expertise within the Group (as well as any gaps). ICANN org will make a copy of the SOW available once drafted.

##### *(b) Timeline for the Group*

Several community leaders expressed concerns about the proposed timeline contained in the draft Terms of Reference. It was noted that the pace of work will partly be determined by how quickly the Group can be established and when the external expert will be in place. A few leaders thought that the Group should be in place before the upcoming Annual General Meeting if possible, though it was noted that some community groups still have to determine how its member(s) will be selected.

##### *(3) IRP Panelist Qualifications*

Several community leaders inquired about the skill/experience required for panelists. ICANN org noted that these skills were previously discussed in prior consultation sessions with the SO/AC leadership and are set forth in the IRP Standing Panel Expression of Interest document that was published with the Call for Expression of Interest. ICANN org will circulate the Panel Expression of Interest document to SO/AC leaders.

Next Steps:

1. Community groups who have not yet provided feedback on the draft document should submit their input by 18 September if possible.
2. SO/AC leaders to reach agreement on how the Community Representatives Group will be composed.
3. ICANN org to provide draft of SOW for recruitment firm for SO/AC feedback.
4. ICANN org to circulate the Panel Expression of Interest document to SO/AC leaders.