

7 August 2024 Small Team on Board Readiness Meeting Notes

Meeting Notes and Action Items Based on [Agenda](#) Items Covered

- Discussion of methodology: Look to past PDPs for non-adopted recommendations and interview those most knowledgeable including WG Chairs, Board Members, and Staff, to identify gaps or possible improvements in the process
- Concluded that a public comment forum would not be helpful as we may get more noise than useful data. More targeted interviews would be preferable as we would get in depth knowledge of what happened

ICANN staff has provided information on [non-adopted recommendation](#) of three PDPs.

- EPDP data registration Phase I would be a good test case to interview Kurt as a practice run.
 - Small team participants on SubPro would be useful interviewees as there was a lot of discussion with Board members in that particular case
 - Aim is to encourage frankness in interviews and anonymity may be helpful here. There are factors when there are time pressures sometimes and that can be objective circumstances that can be surfaced. Context and framing can matter to get everyone to open up
 - Getting access to Board members will be the toughest and the Org will be on guard for how we are going to approach this or the requirements for that. Possible all we are going to get is told look to the rejection rather frankness with interviews
 - Best way to handle that may be develop interviews from available information to develop some hypotheses and it might be clear that the Board could confirm or refute the hypotheses
1. Discussion: review and observations on PDP data provided, e.g.:
 - a. Registration Data Phase I: selected recommendations where Board (1) questioned legality and (2) offered a different approach.
 - i. Board was very clear in questioning the legality of this. Board and PDP team were perhaps operating from different sets of facts.
 - b. Registration Data Phase II: Board rejected “all recommendations.” (Except for “Priority 2” recommendations.)
 - i. Board signalled during public comment that it would be rejected when one could not estimate costs and listened to staff concerning difficult of implementation

- c. Subsequent Procedures: Some themes were present across the rejected recommendations:
- i. Look at how they treated the Board public comment and why they decided not to follow it, a summary on why it wasn't followed. Viewpoint of the chair vs. someone participating in the discussion.
- Sometimes the Council can want to put forward a recommendation to get on the record knowing it will be non-adopted and it is important to document that and analyze it.
 - SubPro themes we probably have more information on those recommendations because we had scorecards in that small team. We were getting a lot of feedback that maybe isn't in the official non-adoption.

Determination of Interview format

- Zoom with cameras on
- 1 hr Interviews from participants including leaders, members, staff and Board
- Interview everyone individually

Action Items

1. ALL: Identify potential participants
2. ALL: Read [non-adopted recommendation](#) document and look for trends
3. ALL: Comment in [non-adopted recommendation](#) document for any additional resources or references
4. ALL: read through proposed [questions](#) from agenda and see if we can improve
5. Thomas: Look back to Red Cross PDP to refresh
6. Kurt: Reach out to Yannis for EPDP Phase 1
7. Kurt: Craft letter for the Board
8. Kurt: Craft email gns0-secs@icann.org for staff query on various PDP efforts and their insights
9. Susan: SubPro Scorecards from smallteam to group 38 recommendations (additional not referenced in [non-adopted recommendation](#) document? See Appendix B)
10. Staff: Compile Scorecards
11. Staff: Look for trends in document
12. Staff: Compile past survey questions for GNSO Liaison to the ODP for reference (See Appendix A) [Completed]

Appendix A

Here are survey questions used for the GNSO liaison to the ODP (Jeff and Janis, who were both chairs of groups who had non-adopted recommendations):

https://docs.google.com/forms/d/e/1FAIpQLSfUdJ0MHSWHz6M6XIRqCt6w_Lp_hf70GPAfJWgof5X-CS_eCUQ/viewform

We also issued a survey to the small team of Councilors who reviewed the ODA:

<https://docs.google.com/forms/d/1V5WfGkBSrFoBjOk8ddaaEw9KZXrtexyu13ThRolaA7U/edit>

Summary of Themes from Results

Attached as PDF

Appendix B

Are there additional scorecards that would be useful from the SubPro PDP?

In the Staff [non-adopted recommendation](#) we have referenced

March 2023 scorecard:

<https://www.icann.org/en/system/files/files/scorecard-subpro-pdp-board-action-16mar23-en.pdf>

September 2023 scorecard:

(<https://www.icann.org/en/system/files/files/scorecard-subpro-pdp-board-action-10sep23-en.pdf>),

October 2023 scorecard:

<https://www.icann.org/en/system/files/files/scorecard-subpro-pdp-board-action-26oct23-en.pdf>),

June 2024 scorecard:

<https://www.icann.org/en/system/files/files/scorecard-subsequent-procedures-supplemental-recommendations-11jun24-en.pdf>