

Second IANA Naming Function Review (IFR2) Meeting 20

17 September 2024 | 18:00 UTC

Meeting Wiki:

<https://community.icann.org/pages/viewpage.action?pageId=369852511>

Review Team Members and Liaisons: Alan Barrett, Ashley Heineman, Brett Carr, Carlton Samuels, Ching Chiao, Lars-John Liman, Marilia Hirano, Peter Koch, Rick Wilhelm, Steve Conte	Observers: N/A
Apologies: Edowaye Makanjuola, Olga Cavalli, Ching Chiao, Jonathan Robinson, Sami Ali, Jennifer Bryce	ICANN Org: Brenda Brewer, Elizabeth Garber (technical writer), Reda Josifi

These high-level notes are designed to help people to navigate through the content of the call. They are not meant to be a substitute for the meeting recording, which can be accessed directly via this [link](#), or on the wiki page linked above.

Decisions Made:

- The review team collectively decided that Greg Shatan’s email, “ETF Trust Restructuring and Transfer IANA Intellectual Property” is out of scope for the IFR structure. The team will respond to this email and mention of this email will be made in the final report.

Action Items:

- Elizabeth to summarize the review team’s learnings and incidental findings from the contract.
- ICANN support team will share homework assignment with the review team via email.

Agenda Item #1: Welcome, Roll Call, SOI updates

- No SOI updates were offered.

Agenda Item #2: Action Items (all action items tracked in the Google sheet linked [here](#))

Reference	Date	Action item	Status
20-01	3 September 2024	ICANN support team to schedule a session for ICANN81.	Complete.
20-02	3 September 2024	Co-chairs to coordinate formal request to allow Rick and Jonathan present to registry stakeholder groups. Peter to identify presenter from ccTLD group.	In progress.
20-03	3 September 2024	PTI/Marilia to check whether the transition plan was reviewed with the involvement of the CSC. Article	Complete.

		IX, Section 9.3: Transition (see row 54 in the workbook).	
20-04	3 September 2024	ICANN support team to email homework assignment to the review team.	Complete.
07-01	4 March 2024	As follow up from the 6 March CSC briefing: Co-chairs to consider formally asking the CSC liaison if there is anything they would like to bring to the attention of the IFR2.	Ongoing - On hold for future consideration, once the IFR2 gets to a place in its work where it feels it can phrase the question most meaningfully.

Agenda Item #3: Finish working through topics beyond the ‘nice to have’ that were identified to revisit during initial contract review. Additional notes are captured in the outstanding [Task List](#).

- a. **Update on Article IX, Section 9.3: Transition (see row 54 in the [workbook](#)).**
 - b. **Annex A, 2(b): Service Levels (see row 103 in the [workbook](#))**
 - c. **Annex A, 4 (i) (1) (a): Interface Basic Functionality (see row 136 in the [workbook](#))**
- Discussion was captured in the [outstanding task list](#) document as well as the [workbook](#).
 - The task was marked complete, and the team will pull possible recommendations for report.

Agenda Item #4: Review and discuss IANA’s [Annual Customer Engagement Surveys](#) from 2019 onward.

- The review team will reach a decision at the next meeting on what the takeaways from the surveys will be and if there is information in these surveys that can inform the final report. The co-chairs will also discuss the best approach and prepare to discuss in detail at the next IFR2 meeting.

Agenda Item #5: Time permitting: Discuss CSC Reports (see CSC Reports tab in the [workbook](#))

- **Review reports scored under 100%**
 - **Check to see if anything in reports is flagged as a customer issue.**
- The review team will be discussing this agenda item at the next meeting.

Agenda Item #7: Agree on next steps

- Next meeting 1 October @ 11:00 UTC.
- The ICANN support team will send homework assignment via email. Homework assignment to be confirmed and distributed via email.

Agenda Item #8: AOB, close

- The review team received an email on 9 September from Greg Shatan, titled “ETF Trust Restructuring and Transfer IANA Intellectual Property.”
- The review team collectively decided that Greg Shatan’s email, titled “IETF Trust Restructuring and Transfer IANA Intellectual Property” is out of scope for the IFR structure.
- The team will respond to Greg’s email.
- Suggestion to make footnote in final report that we received this email from Greg Shatan and agreed, as a review team, that it was out of scope.