

**Draft Minutes of the 5th Teleconference of the
Steering Committee of /1Net held on Friday
13 February 2014 at 12 00 UTC**

Present:

Joana Varon
Rafik Dammak
Ramesh Subramanien
Angela Daly
Boubakar Barry
Vladimir Radunovik
Aparna Sridhar
Marilyn Cade
Paul Mitchell
Pablo Hinojosa
Desiree Miloshevic

Absent/Apologies:

Anja Kovacs
Anriette Esterhuysen
Stefania Milan
William Drake
David Fares
Sarah Wynn-Williams
Theresa Swinehart
Suzanne Woolf
Chris Dispain

In Attendance (on invitation EMC Co-Chairs):

Raul Echeberria
Demi Getschcko
Daniel Fink

Agenda :

1. Welcome and roll call
2. Meeting with EMC Co-Chairs
3. Agenda Items Proposal from Theresa Swinehart (BUS)
 - 3.1 Communications Team as proposed and next steps
 - 3.2 Substantive input into the Brazil meeting
 - 3.3 Identification of location hubs for remote participation for the Brazil meeting (e.g. Reaching out to communities on that topic)
 - 3.4 Steering community members to reach out to communities to identify discussion leads from their communities for dialogues on the discussions forum and list.
4. AOB

MATTERS ARISING :

1. Welcome and roll call

Adiel Akplogan (AA) welcomed the members of the /1NET Multistakeholder Steering Committee (SC) present online and informed that the meeting will be especially focus on the exchange with the EMC, and if there is enough time the other Agenda Items will be considered.

2. Meeting with EMC Co-Chairs

AA also welcomed the Co-Chairs of the EMC and explained that the SC members are very interested to discuss directly with the EMC on NETmundial organisation and address related questions with them. The two questions identified from discussions held are:

- (i) the representation and selection of participants who will attend the Brazil Meeting. Update on the criteria and the process
- (ii) what is being expected from the SC to support the EMC with respect to the Brazil Meeting. How the cooperation can be more effective

Raul Echeberria (RE) started for the EMC and replied to the question on the participation criteria. He shared that the work within the EMC is a very good experience, good exchange and collaboration within it members and all coming from the different stakeholder groups are working with the same positive spirit with a lot of experience. He explained that the EMC decided to change the original idea with respect to whom to issue invitation for participation to the Brazil meeting. Due to some logistic limitation in term of number of people that can attend they have agree to launch a pre-registration / expression of interest to allow the EMC to evaluate how many people from each stakeholder group is planning to attend the meeting and there may be for some stakeholder group no requirements to decide who should attend because there will be a low number of people who will be able to attend.

One major issue identified is the size of the meeting room to accommodate the participants, precisely 800 people. He further elaborated on the number of seats allocated to each stakeholder group. 100 seats were allocated for the organizer, Brazilian Community and special guests; and the remaining 700 seats are distributed among the different stakeholders (200 for Governments, 150 for Civil Society, 150 private sectors, 150 for internet technical community and 50 for international organizations). However the number of seats allocation is not a specific criteria and the Committee will be flexible, if there is more demand like for example 300 participants' request from the Technical community then some criteria will have to be determined to solve the situation. RE stated that Daniel Fink can provide further information on the numbers since he is following the number of expression of interest received on a day-to-day basis and analysing information from the stakeholder group.

RE also explained that the invitation to Governments have been issued by the Foreign Affairs of Brazil, they have issued invitation to all countries of the world and the criteria is to invite 2 people from each Government and 1 at the Ministerial level. It is most probable that not all the countries of the world will attend but the Brazil Foreign Affairs have to accommodate for

the 200 seats. One issue identified and concern raised by some people is that the invitation is being sent to the Foreign affairs Ministries in each country and the people who normally participate in such meeting are not being invited directly. It is supposed that each Government has to find the right people to send to the Brazilian meeting but it is not sure if it will work that way. RE explained that he is presently attending Government meeting in Latin America, and informing the Government how the process is working and then the latter will go to the Foreign Affairs and request for the invitation from them. There is no other alternative for sending the invitation as it is understood from the Brazilian representatives that this is the procedures / rules with regards to this kind communication. However, the Brazilian Government has also put a system in place to send a message to the GAC to ensure that they are aware of the process so ensure with their local ministries of foreign affair.

Demi Getschko (DG) continued and explained that the limit of participants is 800 for the Committee but there will be seats for the High Level and Executive Committee , which are included in this number. The EMC is trying to maintain diversity and guarantee good representation of stakeholder groups so to have a good balance in term of participation. If there is participation exceeding this number, then the remaining will be through remote participaton. The EMC is considering how to deal with these numbers. If there is less than 800, then the EMC will redistribute the remaining seats based on the expression of interests that we are receiving.

Daniel Fink (DF) briefed that todate about 300 persons have already registered. The largest group of expression of requests are being received from Civil Society and Private Sector, and then followed by the Academia. There are also Governments, and participants from different countries.

Daniel reminded that the closing date for sending the expression of interest will close at 28 February 2014 and the Committee will communicate the number of participants by 15 March 2014. The EMC is considering the remote participation hubs, and it is point for discussion with the SC today on how to organise it.

Adiel thanked EMC Co-Chairs for the information and invited the SC for questions.

Vladimir Radunovik (VR) thanked the EMC Co-Chairs for the information shared and asked the following questions and concerns;

1.0 Whether all the information that has been provided by the Co-Chairs are public or private data, especially with respect to the number of seats and whether the SC are allowed to share it to the community

2.0 Have seats been reserved for the SC members of 1NET

3.0 VR informed the EMC that from the Civil Society and Academia, there is one concern about the selection of the co-chairs of the meeting and that /1NET SC was not informed or involved in the process. He queried on what was the criteria for selecting the people for the Board. VR also added that it will be good that the SC is informed and consulted since the SC is partner of the meeting, and that cooperation will be helpful on both side, for the 1NET the community can complain for not being consulted and for the Brazil

meeting, if the choice is not transparently made to ensure proper stakeholder representation. .

Demi stated to Question 1 above that there is a limit for 800 seats but people involved in the organisation of the meeting whether at the High Level, Executive or Steering Committee will have their seats guaranteed.

With regards to Question 2, Demi pointed out that almost all the members of the stakeholders Committee were selected as per /INET indication and the EMC is grateful for the job that the SC did on that.

He also explained that the criteria for sending invitation to people at large depend on the number of expression interest that will be receive at the end of the closing date. If it is below 800, it will be fine but if the number is over, then some criteria will have to be applied for selection based on regions, gender and constituencies among others. He encouraged that people within the SC who want to participate and should also fill the form for expression of interest just in case.

Raul Echeberia added with regards to whether the data are public or not, that all the official information from the Executive Committee is published on the website. The information is public, and the Co-Chairs are sharing some logistics information in the web site as they become available. However, he believed that it is won't be good to manage the details related to registration publicly because at the end participation may not be restricted to the limit allocated per group, for example if there is only 100 people from private sector who is expected to participate in the meeting, so there will be more seats to be allocated to other group. So nothing is cast on the stone, but thing is expect to evolve.

RE confirmed that people involved in the organisation of the meeting, will have their seat confirmed, but they have to send their names through the expression of interest in order to have their names known and these seats effectively reserved. With regards to the question on the selection of Co-Chairs of the meeting itself, RE informed that the answer is out of the scope of the Executive Committee; it was the General Chair of the meeting Prof Virgilio who selected the co-chairs..

AA queried on communication about the pre-registration process, and whether there is still opportunity to communicate more around the pre-registration process, it has and if the SC can help in that task in order to get more people to pre-register, and how can INET assist to make the maximum people aware for the event.

Daniel Fink advised that as much awareness as possible is welcomed and also to encourage people to register before the deadline. The Call for Contribution will be closed on March 1st, and it is good to increase awareness around it.

Raul added that the EMC have not yet worked on the criteria to be applied for the selection of participants if needed and invited the SC to provide suggestions to the Executive Committee for discussion.

Action Item [20140213-01]: The SC to discuss the matter of selection of participant in case there is more pre-registration than seat available, and

provide some suggestions to the Executive Committee on possible criteria to be used for the selection of participants as soon as possible..

Rafik Dammak (RD) queried on the discussions for remote participation platform for those who cannot attend the meeting. He also asked about the way forward after the 1st March, whereby all inputs have been provided,

RE informed that DF has the responsibility to lead the compilation of all the inputs, and elaborating the equivalent of what is known in the IGF as the synthesis paper. A synthesis of the contributions received which will facilitate the discussion, then the EC will release the first draft documents that will be discussed in Brazil. There will be some interactions with the public but it is not decided yet how it will be done but the SC will be keep informed.

Demi informed that all the contributions received will be processed in strict neutrality and treated equally. All the contributions will be published on the website, a synthesis of the main issues will be done in order to work on them. All the committees will provide input to the final proposal draft..

Joana Varon (JV) suggested that for the contributions to the road map, there is a set of questions and if there can be a separation between the questions so that comparison can be properly made, and later discussed through /1NET and the Brazil meeting among the constituencies. It will be better to visualize.

VR informed the Co-Chairs that most of the 1NET discussions on the mailing list and forum into the Brazil process, are going to be structured to follow the topics of Brazil, but the summary not be able to be prepared before the 1st of March. VR appraised the EMC to consider how they will integrate the discussions from 1NET when they are drafting the agenda, and how 1NET can assist.

The second comment of VR was with regard to remote participation. He urged the EMC that when setting up the remote participation not to think of it at a just technical point of view but to also consider on how to manage them and ensure they are well synchronise with the programme. There is according to his experience at Diplo and IGF that there will be a lot of work to prepare the hubs, train the moderators and all the other related activities to be considered and 1NET will be happy to assist on these.

Demi encouraged everyone in the SC to send their contributions and position on the mailing list by end of the month so that the Executive Committee can prepare its summary by the 15th of March.. With regards to the remote participation, he agreed to VR that it is not only a technical issue but it is a challenge to organise the remote participation in a regional way, and the Executive Committee rely on the assistance of 1NET on this issue and the proper coordination.

Raul added that it is important that the contribution to be provided as soon as possible and it will be taken into consideration with other contributions. But the proposals should be very precise. RE also informed that the EMC has decided in their first meeting pursuant to a comment from the civil society, that there will not be any special treatment for any contribution, and those

coming from INET or ICANN, or Governments, all the contributions will be treated equally and will be going through the process of exchange of ideas.

Marylin Cade (MC) queried about late submission. She shared her experience in another forum where Governments, NGOs and stakeholders were involved and there were deadline for submission of papers, all the members get it except for one Government which came in late with a complete revised version of their original submission and the group has to cope with a late submission. She believed that there should be room and process for late submission, especially for Governments. It is important that we can drive everybody to collaborate and cooperate in meeting the deadline. MC also added that there is a feeling of exclusion that is growing among some parties, but it has been addressed and need more, through exchange of information through INET and making sure that people understand how to participate in the process and any group does not felt that they are being excluded.

Raul Echeberria left the meeting at 12 52 UTC.

AA invited the SC for further questions to the EMC.

MC proposed that another consultation / meeting can be organised with the EMC.

AA replied that the meeting of the SC is always opened for the EMC to attend and if needed, the invitation can be extended in the next SC teleconference. However, he reiterated that there is the need to streamline the questions and thus the EMC can know exactly what to expect.

Demi intervened that the meeting was very fruitful for exchange of ideas and comments. He also stated that Daniel would be the liaison between the EMC and the SC as he is already on the SC mailing list.

Aparna Sridhar (AS) proposed that a formal meeting can be scheduled at the end of the submission deadline with the Co-Chairs or Daniel.

Demi agreed to the proposal. And thanked the SC for the meeting.

The meeting with the EMC ended at 12 59 UTC

AA summarised the points discussed with the EMC and pointed out that one Action Item on the SC out of the meeting is submission of contributions to before the 1 March, and to be very precise, simple and clear.

Action Item [20140213-02]: The SC to work in order to submit contributions to Brazil meeting by the dead line of March 1st.

The SC agreed to continue discussion on the other Items of the Agenda.

4. Agenda Items Proposal from Theresa Swinehart

4.1 Communications Team as proposed and next steps

AA briefed that there have been concerns raised by Anja Kovacs (AK) on the selection and constitution of the Communication Team and how we keep it

balance. AA pointed out that he would like to hear advise from the other SC members. AA said that he agreed with AK but there is little time to go into the process, but we will not be able to achieve the objectives and get some of the work done. There is the need to have people drafting and the SC validate.

MC outlined that she does not understand the legitimacy of the communication aspect of the Communication Working Group. She believed that within the lNET SC there are people with expertise in different areas like communication, or journalism, and we may be trying to disregard the expertise of those within the SC. She stated that there is the need to understand what the Working Group will be and how the process is, and how it will come back to the SC.

AA explained that the expectations of the Working Group is to help the SC to better communicate information around the lNET and better engage the community beyond the usual participants in lNET goals including Brazil meeting and to work on some of the deliverables such as like the weekly summary. The group will come with suggestions and the SC will validate before they could work on it, and he believed that the support will enable the SC to become more efficient and to structure all the debates and thousands of contents that are being circulated.

AA queried that with regards to the email which was circulated and the points raised, he will like to hear from other on the concern of balance that is being raised. There are people who are willing to voluntarily join the Communication Working Group and assist lNET with that, and everything that they do has to be approved by the Steering Committee first.

Boubakar Barry (BB) shared his views that he has no problem with having a group of volunteers assisting the SC in term of communication as long as there are appropriate validation steps. He pointed out that lNET is voluntary work and it is not operating as an organisation recruiting a person for this assignment. He has any concern if the volunteers have the skills and experience, coming from different group and representing a good balance to assist the lNET.

AA said that Paul Rendek and Kieren McCarthy agreed to assist the Steering Committee,, they are well known and very professional, and the SC can ask them to submit some proposal.

MC stated that she needs to understand what we are proposing, and whether there is any contractual agreement and accountability.

AA explained that as per his email of 7 February 2014 on the community engagement issue, he has explained how the communication working group will be involved in the process. It will be constituted of those persons who volunteered and members of the SC. It is a volunteered support, there is no personal agreement since /lnet not a legal entity. The Working Group is going to provide assistance but they will not do anything without the approval of the SC.

AS said that she trust and agreed with AA if he is saying that it will be good to work collectively with those volunteers to the Communication Working Group.

AA briefed that we must give ourselves the ability to succeed and there is a lot to do and if we can mobilize as much resources to make the activities work within the appropriate framework. The SC need to be organised, tried the proposal and take corrective actions if it does not work.

Pablo Hinojosa (PH) highlighted that he supports the proposal of AA.

There were no further comments and objections to the proposal.

4.2 Substantive input into the Brazil meeting

AA advised that the SC now know that the inputs should be sent before the 1st March. A timeline should be defined and the inputs could be shared on the mailing list first before submission. AA proposed that collaborative tool like the Wiki or Etherpad can be used for the drafting of the contributive inputs.

MC said that there is need to address what is usable by the largest number of people. There is the need to be transparent, so we can produce the options available and agree on what is more convenient.

4.3 Identification of location hubs for remote participation for the Brazil meeting (e.g. Reaching out to communities on that topic)

AA said that the above was already addressed and the EMC will give more information on how the meeting will be organised. The SC can identified location in our respective regions where there can be remote participation and start preparing to support it. But it is something to be kept pending, subject to further information from the EMC.

4.4 Steering community members to reach out to communities to identify discussion leads from their communities for dialogues on the discussions forum and list.

The SC was invited to decide on how to move forward with improving the efficiency of discussion on the mailing list.

RS believed that it is good to answer and clarified about the questions raised since there will always be people asking questions on the legitimacy of lNET. He does not believe that there is a need for moderation. The SC need to work and help to facilitate real discussion on topics that that can provide valuable input to the Brazil Meeting.

Desiree Miloshevic agreed with RS but there is the need to consider who should reply to the emails on the general mailing list, and whether it should be brought as something for the SC to discuss then respond back.

MC stated the lNET is about the future and not just Brazil meeting, and proposed that the SC should think about the future and the challenges with the internet ecosystem.

BB said that he is not in favour of moderation as it can be seen as a censorship. lNET are facilitators and we should show that we are opened and transparent. If questions are raised to lNET and the SC, there is the need

to respond to the issues and not to ignore them. BB agreed the 1NET is beyond Brazil but there is the need to put a lot of attention in the whole process and the future.

AA also agreed that there should be no moderation, members can bring questions where there is no agreement to the SC for further discussion and consensus. Participation should be in the name of the SC. AA encouraged all the group to play the bridge role and ease the suspicion that may arise. Some topics can be grouped by some SC members and tried to help to reach an agreement. It may be good to set some deadline in the discussion of some topics and enable people to have a visual time limit to the discussion and make it more efficient.

Ramesh Subramanien (RS) explained that before the SC goes out on any big forum like the Brazil Meeting, the SC should first come out with its position first and individual groups should propose and the SC to discuss as come out with inputs in the bigger conference.

There should be common agreements among the 1NET Steering Committee.

5. AOB

5.1 Day & Time of the meeting

As per the doodle poll, the meeting of the SC will be on Thursday at 12 00 UTC

5.2 face to face Meeting

The doodle poll is still opened for the face to face Meeting and it will be most probably on the week of 24 March 2014 in Singapore, but the day of the meeting is to be determined. The poll will be closed on 17 February 2014

6. Adjournment

The meeting ended at 13 42 UTC