Initial Draft “Strawman” Schedule/Agenda Framework For GNSO NCPH Inter-Sessional Meeting

January 2015 -- CSIS HQ – Washington, D.C.

*(v5.1- 16 December – red-lined from v4)*

This draft agenda (v5.1-16 December) is intended as a draft to spark further planning team discussions. It reflects apparent consensus to date of the general structure of the proposed meeting based on discussions among planning members.

**CONFIRMED CONSENSUS ITEMS:**

Meeting Dates: 12-13 January 2015

Meeting Location:

Center for Strategic & International Studies

1616 Rhode Island Avenue, NW

Washington, D.C. 20036

<http://vimeo.com/75426687>

Host Hotels: Currently in negotiations. To be finalized shortly. Current options include:

Beacon Hotel (**across street**)

1615 Rhode Island Avenue, Washington, D.C. 20036

http://www.beaconhotelwdc.com/

Marriott [Courtyard](http://www.courtyardembassyrow.com/) (**Down the street**)

Reviews: <http://www.tripadvisor.com/Hotel_Review-g28970-d223893-Reviews-Courtyard_Washington_Embassy_Row-Washington_DC_District_of_Columbia.html>

[Holiday Inn](http://www.inndc.com/) (**Across Scott Circle)**

Reviews: <http://www.tripadvisor.com/Hotel_Review-g28970-d84073-Reviews-Holiday_Inn_Washington_DC_Central_White_House-Washington_DC_District_of_Columbia.html>

Official Delegate Counts:

* 21 participants from the CSG and 21 participants from the NCSG.
* Consensus to add 3 non-travel-supported participants from each SG who will engage as full participants in the plenary session.
* The CSG evenly dividing its participants among the three Constituencies – 7 attendees each.
* The NCSG allocated 6 participant seats to the NPOC, 6 seats to the NCUC and then had 9 seats allocated across the general NCSG membership.
* An additional slot is made available to the Nominating Committee Appointee associated with the NCPH. Dan Reed has accepted the invitation and the Constituency Travel Team has his name and contact information.
* An additional slot is made available for New ICANN Board Member to be invited– Markus Kummer. Marilyn C extended the invitation and Constituency Travel Team has his name and contact information to arrange travel.
* **To date, delegate names have been received from all communities. Benedetta and Rob are working with individual communities to confirm all participant slots are filled and properly categorized.**
* Planners have noted the goal to complete a core proposed agenda by early December, understanding that late tweaks may be necessary.

Individual communities are considering their own potential January 14 events in the D.C. area. Those potential activities are not included in this planning document.

**DRAFT NCPH MEETING SCHEDULE/AGENDA:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Day/Time | Activity/Topic | Staff Needed | Comm Co-Chairs | General Notes | Space |
| Meeting Day 1 | Monday, January 12, 2015 |  |  |  |  |
| 8:30-9:00 | Delegates gather for continental breakfast at CSIS | E3 Staff (RobH, CarlosR) |  | Delegates make way to CSIS on foot from hotels | CSIS second floor |
| 9:00-9:30  **Slot A** | Introduction and Welcome |  |  | Introduction and Welcome from Chair and or Staff. Session includes overview of meeting logistics for the two-day period. | CSIS second floor |
| 9:30 – 11:00am  ***Slot B*** | NCPH Plenary Session #1 |  |  | Topics to include:  1. GNSO Review including SG/C issues  2. Discussion Prep For Time With CEO and NTIA  Designate session discussion leads on 19 Dec. | CSIS second floor |
| 11:00 – 12:30pm  ***Slot C*** | NCPH Plenary Session #2 |  |  | 1. “In-House” coordination as needed in light of past differences on Board and GNSO Vice Chair selections. Initial focus on selection issues/processes and then, time permitting, additional topics could include broader intra-GNSO dynamics, e.g. role of the Council in relation to the GNSO community, contracted/non-contracted, etc.)  2. Community Resources and Budget – Marilyn C suggestion  3. Discussion of possible pre-ICANN 53 meeting conference.  Designate session discussion leads on 12 Dec. | CSIS second floor |
| 12:30 – 14:00  ***Slot D*** | Plenary Lunch with Larry Strickling – NTIA  (CONFIRMED) |  |  | Opportunity for full plenary discussion with Mr. Strickling on Accountability and other relevant issues. | CSIS second floor |
| 14:00- 16:00  ***Slot E*** | Plenary Session with CEO |  |  | Full plenary discussion with CEO on range of topics TBD by NCPH leaders. | CSG on 2d flr; NCSG lrg conf room |
| 16:00- 18:00  ***Slot F*** | Breakout SG or Constituency Meetings |  |  | Agendas TBD by individual SGs or Constituencies (possible review of plenary topics and prep for CEO dialogue next day) Note that each SG has a 90-minute block on Tuesday to plan as they want during the time they are not with the CEO. | Multiple conf rooms to be assigned |
| 18:00 | Adjourn Day #1 |  |  |  |  |
| 19:00-21:30  ***Slot G*** | Remotely Possible Reception at host hotel for local DC area community attendees, staff and other local guests invited by the community. Investigating sponsorship options. |  |  | Opportunity for Outreach and Networking  (welcome and remarks from available Senior Staff) | at one of the Host Hotels |
| Meeting Day 2 | Tuesday, January 13, 2015 |  |  |  |  |
| 8:00-8:30 | Delegates gather for continental breakfast at CSIS |  |  |  | CSIS second floor |
| 8:30-12:00  ***Slot H*** | SG Roundtables with CEO  8:30-10:00 -- CSG (Postel A)  10:15- 11:45 -- NCSG (Postel B) | Fadi |  | The CEO will dialogue with each SG for 90 minutes with a short break for the CEO between meetings.  During time one SG is meeting with the CEO, the other SG will conduct a two-hour topic of interest session.  Staff can be invited for specific issue briefings if requested.  CEO topics and non-CEO meeting time agendas TBD by each SG (please make available previous week (9 Jan) for Fadi prep). | CSIS second floor and conf level conf room |
| 1300 - 1400  ***Slot I*** | Lunch |  |  | Informal Lunch. Potential for dialogue with NCPH NCA appointee and Board member. Topics TBD | CSIS second floor |
| 1400-16:00  ***Slot J*** | NCPH Plenary Session #3 |  |  | Shared topics – one selection from CSG and one selection from NCSG.  Steve M has suggested that CSG topic be new gTLD issues (specific items TBD)  NCSG topic TBD  Designate session discussion leads on 12 Dec. | CSIS second floor |
| 16:00-17:30  ***Slot K*** | NCPH Plenary Session #4 |  |  | AOB Session (return to previous topics to resolve issues or discuss new topics that came up over the two days)  Designate session discussion leads on 12 Dec. | CSIS second floor |
| 17:30 – 18:00  ***Slot L*** | Closing and Next Steps Discussion |  |  |  | CSIS second floor |

**POTENTIAL DISCUSSION TOPICS FOR JOINT-SG/FULL-NCPH SESSIONS:**

Set forth below are potential topics to assign to the plenary sessions, or for lunch speakers to address. As noted in the draft agenda above, it would be useful to designate a community leader co-chairs for each session discussion.

Top Plenary Issue candidates (not in priority order):

**Monday**

**1. NCPH Procedural (“In-House”) Issues** – e.g., process for Board seat election and/or a discussion of how to improve “working dynamics” between SGs -- planners agree that some pre-meeting discussions of these topics, if possible, would make the face-to-face sessions even more productive. (see Slot C, Plenary Session #2 - Monday)

**2. GNSO Review Matters** – (independent reviewers draft prelim report may be out by this date) Identify issues of commonality to work on or areas of disagreement to potentially resolve as review progresses. (see Slot B, Plenary Session #1 - Monday)

**3. ICANN Accountability issues** - (seeSlots B and D, Plenary Sessions on Monday)

4. **Community Resources and Budget -** (suggested by Marilyn C) (see Slot C, Plenary Session #2 – Monday)

**Tuesday**

5. **New gTLDs** – As suggested by Steve M, this topic has been characterized as having two main areas of discussion; (1) the ICANN assessment plan published prior to the ICANN 51 Public Meeting in Los Angeles and (2) the AOC review of new gTLDs. This session could incorporate staff briefing. (see Slot J, Plenary Session #3 - Tuesday).

**6. Possible NCPH Conference before the ICANN 53 meeting in Buenos Aires** – suggested by Bill D. (see Slot C – Plenary session #2 – Monday)

**Other Suggested Issues possible for AOB or individual, SG or Constituency discussions:**

* **ICANN compliance matters**
* **Future of New gTLD/GNSO Environment –** discuss developments/forces that are re-shaping GNSO environment, discuss implications for GNSO as an ICANN structure/community and explore how to address them.
* **IANA Stewardship Issues**
* **Enhancing Matters involving ICANN Global Engagement**

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