Working Draft Schedule/Agenda Framework For GNSO NCPH Inter-Sessional Meeting

February 2016 -- ICANN HQ/Double Tree Hilton – Los Angeles, California

*(v2.2 -17 December 2015)*

This draft agenda (v2.2 – 17 December) is the second iteration of the February 2016 NCPH Meeting Agenda. Versions of this document will continue to be the vehicle for establishing the general structure of the proposed meeting. The structure is based on previous year programs and is subject to major or minor revisions in each iteration as guided by discussions among community leader/planners and staff.

***Next Planning call scheduled for Friday 18 December 1400 UTC.***

**CONFIRMED CONSENSUS ITEMS:**

Meeting Dates: 4-5 February 2016

Meeting Location:

Double Tree Hilton

6161 W Centinela Ave, Culver City, CA 90230

(confirmed- contract in final stages)

[DoubleTree Los Angeles - Westside](http://doubletree3.hilton.com/en/hotels/california/doubletree-by-hilton-hotel-los-angeles-westside-LAXCCDT/index.html)

Host Hotel: (TBD)

Double Tree Hilton

6161 W Centinela Ave, Culver City, CA 90230

(confirmed- contract in final stages)

[DoubleTree Los Angeles - Westside](http://doubletree3.hilton.com/en/hotels/california/doubletree-by-hilton-hotel-los-angeles-westside-LAXCCDT/index.html)

Delegates:

Delegate lists to be provided by each community to staff by 7 December 2015. Seven delegates from each community group – BC, IPC, ISPCPC, NCUC, NCSG, NPOC

Invited attendees to include NCA assigned to NCPH, Board member appointed by NCPH and non-voting NCA on GNSO Council. Invitations have been sent. Markus Kummer has already indicated his interest in attending as much of the meeting as possible.

A number of individual communities may plan their own potential February 3 events in the Los Angeles area. Those potential activities are not included in this planning document.

**WORKING DRAFT NCPH MEETING SCHEDULE/AGENDA: (using previous meetings as framework)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Day/Time | Activity/Topic | Staff Needed | Comm Co-Chairs | General Notes | Space |
| Meeting Day 1 | Thursday February 4, 2015 |  |  |  |  |
| 8:30-9:00 | Delegates gather at Double Tree | E3 Staff (RobH, CarlosR) |  | Delegates free to breakfast in Double Tree restaurant area as desired. | DoubleTree Pacific Room/Foyer |
| 9:00-9:30  **Slot A** | Introduction and Welcome | E3 |  | Introduction and Welcome from Chair and or Staff. Session includes overview of meeting logistics for the two-day period. | DoubleTree Pacific Room |
| 9:30 – 11:00am  ***Slot B*** | NCPH Plenary Session #1 | E3 |  | Topics to include:  Discussion leads: | DoubleTree Pacific Room |
| 11:00 – 12:30pm  ***Slot C*** | NCPH Plenary Session #2 | E3 |  | Topics to include:  Discussion leads: | DoubleTree Pacific Room |
| 12:30 – 14:00  ***Slot D*** | Plenary Lunch | E3 |  | Opportunity for informal full plenary discussion. Topic/Speaker TBD | DoubleTree Pacific Room Foyer |
| 14:00- 16:00  ***Slot E*** | Plenary Session #3 | CEO, E3 |  | Topics TBD:  Discussion leads: | DoubleTree Pacific Room |
| 16:00- 18:00  ***Slot F*** | Breakout SG or Constituency Meetings |  |  | Agendas TBD by individual SGs or Constituencies (possible review of plenary topics) Note that each SG has a 75-minute block on Friday morning to plan as they want during the time they are not with the senior staff. | Multiple DoubleTree conf rooms to be assigned – TBD |
| 18:00 | Adjourn Day #1 |  |  |  |  |
| 19:00-21:30  ***Slot G*** | Reception for delegates at DoubleTree Hotel |  |  | Opportunity for Outreach and Networking | Doubletree Hotel – Culver Club |
| Meeting Day 2 | Friday, February 5, 2016 |  |  |  |  |
| 8:30-9:00 | Delegates gather at DoubleTree |  |  | Delegates free to breakfast in Double Tree restaurant area as desired. | DoubleTree Pacific Room/Foyer |
| 9:00-11:45  ***Slot H*** | SG Roundtables with Senior Staff  9:00-10:15 -- CSG  10:30- 11:45 -- NCSG | CEO/Senior Staff (possible), E3 |  | Depending on status of leadership transition, the available ICANN Senior Staff will dialogue with each SG for 90 minutes with a short break for the senior staff between meetings.  During this time one SG is meeting with the senior staff, the other SG will conduct a 75-minute topic of interest session.  Other Staff can be invited for specific issue briefings if requested.  Senior staff topics and non-senior staff meeting time agendas TBD by each SG (please make available previous week (25 Jan) for staff prep). | DoubleTree Pacific Room and other locations |
| 1200 - 1400  ***Slot I*** | Plenary Lunch | E3 |  | Informal Lunch. Topics TBD | DoubleTree Pacific Room Foyer |
| 1400-16:00  ***Slot J*** | NCPH Plenary Session #4 | E3 |  | Shared topics – one selection from CSG and one selection from NCSG.  Discussion leads: | DoubleTree Pacific Room |
| 16:00-17:30  ***Slot K*** | NCPH Plenary Session #5 | E3 |  | AOB Session (return to previous topics to resolve issues or discuss new topics that came up over the two days)  Discussion leads: | DoubleTree Pacific Room |
| 17:30 – 18:00  ***Slot L*** | Closing and Next Steps Discussion | E3 |  |  | DoubleTree Pacific Room |

**MEETING GOALS:**

There is general agreement among the meeting planners that one of the goals of the meeting would be to improve “how” the NCPH community talks about issues and conducts itself on issues of common interest. More specific goals articulated for individual plenary session subjects proposed below.

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

Set forth below are potential topics to assign to the various plenary sessions. As noted in the draft agenda above, it will be useful to designate community leader co-chairs for each session discussion. It was noted on the 9 December planning call, defined goals for each session would also be useful. Goals are suggested below for some of the potential meeting agenda topics.

Potential Plenary Issue candidates include (not in priority order):

**1. NCPH Procedural (“In-House”) Issues** (could all be separate sessions) –

* Process for Board seat election (*Goal* - agree on process, or at least timetable and plan for defining the process)
* Selection process for GNSO Council vice chairs (*Goal* – agree on process)
* Discussion of how to improve “working dynamics” between SGs (*Goal* – reach some agreement on methods for improving future dynamics)

(some pre-meeting discussions of these topics, if possible, would make the face-to-face sessions even more productive.

**2. GNSO Review Matters** – Identify issues of commonality to work on or areas of disagreement to potentially resolve as review implementation begins. (RudiV and TonyH agreed to explore in more depth and suggest specific topics that could be their own separate sessions)

**3. Common Issue Defined** – Session intended to identify and discuss issues/matters where commonality exists and around which common views and strategies could be developed. (TBD)(*Goal* – identify at least two issues that could be carried forward)

**4. Third Rail Issues** – identify and discuss issues where there is disagreement within NCPH. (TBD) (*Goal* - opportunity to share views to improve understanding – not necessarily to reach agreement on any issues)

**5. Possible GNSO Future –** Discussion of potential revised structures, operations, etc. Some interest expressed in a session with Board members in Marrakech)

**6. ICANN Accountability issues** – (TBD)

**7. Community Resources and Budget –** Improve understanding of existing resources and future capabilities/desires

**8. Public Meeting Matters -** Marrakech preparation matters and/or discussion of Meeting “B” preparations; NCPH Meeting at Meeting B?

**9. Potential Communiqué Discussions –** Session time blocks set aside for preparation of communiqué. (*Goal* – prepare meeting communiqué)(necessary to agree on topic/matter ahead of meeting?)

**10. Contractual Compliance Matters (e.g., abuse reporting)** Opportunity to discuss area of potential disagreement to see if common agreement can be found. Specific topics can be teased out here.

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