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

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

*(****v5.1 – 7 January 2016****)*

This draft agenda (**v5.1 – 7 January**) 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.

**This version includes specific suggestions for individual sessions with notable substantive changes in bold red text.**

***Next Planning call scheduled for Thursday January 14, 2016 1300 UTC.***

**CONFIRMED CONSENSUS ITEMS:**

Meeting Dates: 4-5 February 2016

Meeting Location:

Double Tree Hilton

6161 W Centinela Ave, Culver City, CA 90230

(confirmed)

[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)

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

Delegates:

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. All have indicated interest in attending as much of the meeting as possible.

The NCSG, BC and IPC communities are planning 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, 2016 |  |  |  |  |
| 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 | TBD | Exploration of Common NCPH Issues  Session Co-Chairs-  CSG:  NCSG: | DoubleTree Pacific Room |
| 11:00 – 12:30pm  ***Slot C*** | NCPH Plenary Session #2 | E3 | TBD | Process for Community Elections – Board Seat and Council Vice Chairs  Session Co-Chairs-  CSG: Lori Schulman  NCSG: | DoubleTree Pacific Room |
| 12:30 – 14:00  ***Slot D*** | Plenary Lunch | E3 |  | Opportunity for informal full plenary discussion on GNSO Review matters. Initial briefing from staff with contributions from any GNSO Review Team in attendance. (Could be chaired by review team member)  Co Chairs –  CSG: Cheryl Miller  NCSG: | DoubleTree Pacific Room Foyer |
| 14:00- 16:00  ***Slot E*** | Plenary Session #3 | E3 |  | Possible GNSO Future  Session Co-Chairs:  CSG: Tony Holmes  NCSG: Rudi Vansnick | DoubleTree Pacific Room |
| 16:00- 18:00  ***Slot F*** | Breakout SG or Constituency Meetings (if desired) |  |  | Agendas TBD by individual SGs or Constituencies (possible review of plenary topics) Note that each SG has a 75-minute block on Friday 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 and guests 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 | Senior Staff (**possible – consider shifting to afternoon depending on travel itineraries**), E3 |  | Depending on status of leadership transition, the available ICANN Senior Staff will dialogue with each SG for approx. 75 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.  Topic – Public Meeting Matters  Co-Chairs –  CSG:  NCSG: Rudi Vansnick | DoubleTree Pacific Room Foyer |
| 1400-16:00  ***Slot J*** | NCPH Plenary Session #4 | E3 |  | Shared topics (perhaps session for “Third Rail” issues discussion)– one selection from CSG and one selection from NCSG.  Session Co-Chairs-  CSG: Greg Shatan  NCSG: | 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)  Session Co-Chairs-  CSG:  NCSG | 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 can be proposed/confirmed 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. **Common Issue Defined** (*Slot B*) – Session intended to identify and discuss issues/matters where commonality exists and around which common views and strategies could be developed. Perhaps include suggested discussion of how to improve “working dynamics” between SGs (*Goal* – confirm existence of any common-ground issues; reach some agreement on methods for improving future dynamics) (Co-Chairs - TBD)(*Goal* – identify at least two issues that could be carried forward)

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

1. **Process for Board seat election** (*Slot C*) (*Goal* - agree on process, or at least timetable and plan for defining the process)
2. **Selection process for GNSO Council vice chairs** (*Slot D*) (*Goal* – agree on process)

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

4. **GNSO Review Matters** – Update from GNSO Review Team members on GNSO Review Progress (may be particularly helpful for new leaders) Identify issues of commonality to work on or areas of disagreement to potentially resolve as review implementation begins.

5. **Possible GNSO Future** –Discussion of potential revised structures, operations, etc. Some interest expressed in a session with Board members in Marrakech) (RudiV and TonyH have agreed to co-chair and explore in more depth. Rafik volunteered to join)

**6. Third Rail Issues** and Discussion of how to improve “working dynamics” between SGs – 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)

7.

The following issues have engendered no particular interest to date but we are keepingthemon the list for now as program shifts involving senior staff availability/interaction or topic interest in SG breakout sessions or joint session topics adjustments could be taken into account:

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

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

**10. 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?)

**11. 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.

**12.** **Possible Staff Briefing Topics** (during community breakouts or plenary sessions):

* Contractual Compliance
* ICANN Accountability Implementation
* GNSO Review (X)
* Implementation of New ICANN Public Meeting Strategy (X)
* ICANN Budget Preparation Process
* New gTLD Matters
* Other Topics TBD

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