**Draft Schedule/Agenda Framework for GNSO NCPH Inter-Sessional Meeting**

**February 2018 - Doubletree by Hilton Westside – Los Angeles, California.**

***(v1.2, 10 October 2017)***

This draft agenda is intended as a draft version for planning and discussion of the NCPH Inter-Sessional Meeting Agenda. It reflects consensus to date of the general structure of the proposed meeting and the status of invited guests based on discussions among planning committee members and feedback from invitees.

**CONFIRMED CONSENSUS ITEMS:**

Meeting Dates: 1-2 February 2018

Meeting Location (TBC):

Doubletree by Hilton Westside

6161 W Centinela Ave,

Culver City, CA 90230, USA

<https://goo.gl/maps/MujzGjA7Tcv>

Host Hotel (TBC):

Doubletree by Hilton Westside

6161 W Centinela Ave,

Culver City, CA 90230, USA

<http://doubletree3.hilton.com/en/hotels/california/doubletree-by-hilton-hotel-los-angeles-westside-LAXCCDT/index.html>

Delegates:

**Seven delegates** (maximum) from each community group – BC, IPC, ISPCP, NCUC, NCSG, NPOC. This is the same delegate allocation for 2018 as for past meetings. Delegate list pending confirmation from participating communities. Full delegate lists received for ISPCP, NPOC and NCSG.

**Special Guest Attendance:**

Specially-invited attendees include the GNSO Council Nominating Committee Appointee (NCA) affiliated with the NCPH (Syed Ismail Shah), the Board member selected by the NCPH (Matthew Shears) and the non-voting NCA on the GNSO Council (Erika Mann). Matthew Shears has indicated his intent to participate on day 1 of the meeting, prior to the ICANN Board Workshop from 2-4 February, and Syed Ismail Shah has indicated that he intends to participate on both days.

Göran Marby’s office has penciled in the NCPH Intersessional dates on Göran’s calendar, pending further information regarding the confirmed slots. NCPH meeting planners must confirm the slot for Göran Marby as soon as possible.

David Olive was notified of the meeting dates and is tentatively scheduled to attend some sessions on day 1. Additional guests pending confirmation from NCPH Intersessional Planners: Theresa Swinehart, Larisa Gurnick, Board OEC Representative(s).

Board member George Sadowsky indicated his continued interest in attending the meeting following his attendance and participation at the meeting in Iceland in 2017. The Board Operations Team will assist any ICANN Board members with their itineraries.

**DRAFT SKELETAL FRAMEWORK - WORKING DRAFT NCPH MEETING SCHEDULE/AGENDA: (using previous meetings for basic default framework)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Day/Time | Activity/Topic | Staff Needed | Co-Chairs (CSG/NCSG) | Session Description | Additional Notes |
| Meeting Day 1 | Thursday, Feb. 1, 2018 |  |  |  |  |
| 8:00-9:00 | Delegates gather for continental breakfast at Doubletree Hotel |  |  |  |  |
| 9:00-9:15  *Slot A* | Introduction and Welcome | E3 | -- | Introduction and Welcome from Staff. Session includes overview of meeting logistics for the two-day period. |  |
| 9:15 – 10:30  *Slot B* | SG Community Group Introductory Breakouts |  | -- | **Initial Community Breakout Sessions** - give SGs the opportunity to convene, discuss meeting expectations and prep for meeting sessions including CEO sessions |  |
| 10:30-10:45 | Break | E3 |  | Transition time to get everyone back to plenary session |  |
| 10:45 – 13:00  *Slot C* | SG Roundtables with Senior Staff  10:45-11:45 -- CSG  12:00- 13:00 -- NCSG | CEO, E3 | CSG & NCSG | **ICANN CEO Discussion (Göran Marby**) - CEO dialogue with each SG for 60 minutes with a short break between dialogues.  During the time when one SG is meeting with the CEO, the other SG can conduct a 60-minute topic of interest session. | Topics and agendas for the CEO dialogue TBD by each SG (please make agendas available by **22 Jan 2018** at the latest. |
| 13:00- 14:00  *Slot D* | Lunch |  |  | TBD if this slot should be a working lunch or a break |  |
| 14:00- 15:30  *Slot E* | NCPH Plenary Session #1 | Board OEC Member Rep, Guest Speakers TBC by NCPH | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **GNSO Organizational Review** – further information to be supplied. Guest speakers to be confirmed asap by NCPH planners for staff to submit invitations and confirm availabilities. | Guest speakers to be confirmed ASAP by NCPH meeting planners for staff to submit invitations and confirm availabilities. |
| 15:30 – 15:45 | Break |  |  |  |  |
| 15:45-17:15  *Slot F* | NCPH Plenary Session #2 | Guest Speaker TBC by NCPH, E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **Reconciling WHOIS and GDPR -** further information to be supplied. | Guest speakers to be confirmed ASAP by NCPH meeting planners for staff to submit invitations and confirm availabilities. |
| 17:15-17:30 | Summary & Wrap Up | E3 | -- | Session Chairs/SG leadership to summarize action items and next steps from Day 1 |  |
| Adjourn Day 1 |  |  |  |  |  |
| Meeting Day 2 | Tuesday, January 13, 2015 |  |  |  |  |
| 8:00-9:00 | Delegates gather for continental breakfast at Doubletree Hotel |  | -- |  |  |
| 9:00-10:45  *Slot G* | NCPH Plenary Session #3 | E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **Community Overviews** – Up to 12-minute presentation (with Q&A) by each constituency highlighting goals, priorities and work plans for 2018 calendar year |  |
| 10:45 – 11:00 | Break |  | -- |  |  |
| 11:00-12:30  *Slot H* | NCPH Plenary Session #4 | E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **NCPH Procedural In-House Issues**:  Including Board Seat 14 Selection Process |  |
| 12:30-13:30  *Slot I* | Lunch |  | -- | TBD if this slot should be a working lunch or a break |  |
| 13:30 – 14:45  *Slot J* | NCPH Plenary Session #5 | E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **Outreach/Recruiting Best Practices** | Suggestion to conducting a survey beforehand to gather information |
| 14:45 – 15:00 | Break |  |  |  |  |
| 15:00 – 16:00  *Slot K* | NCPH Plenary Session #6 | E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **New gTLDs** **Subsequent Procedures/Next Expansion “Round”** – Assessment and discussion |  |
| 16:00-17:00  *Slot L* | NCPH Plenary Session #7 | E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC | **NCPH Budget Working Group** |  |
| 17:30 – 18:00  *Slot M* | Closing and Next Steps Discussion | E3 | CSG Co-Chair: TBC  NCSG Co-Chair: TBC |  |  |

**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):

**Thursday**

1. **GNSO Organizational Review** (see slot E, Plenary Session #1) - further information to be supplied. Guest speakers to be confirmed asap by NCPH planners for staff to submit invitations and confirm availabilities.
2. **Reconciling WHOIS and GDPR -** further information to be supplied. Guest speakers to be confirmed asap by NCPH planners for staff to submit invitations and confirm availabilities (see slot F, Plenary Session #2 – Thursday).
3. **NCPH Procedural (“In-House”) Issues** – e.g., process for Board seat election and/or a other “House” issues (see Slot H, Plenary Session #3 - Thursday)
4. **Outreach/recruiting Best Practices** (see slot J, Plenary Session #5)
5. **Subsequent New gTLDs** – (see slot K, Plenary Session #6) Assessment discussion
6. **NCPH Budget Working Group** – (see slot L, Plenary Session #7) - TBD

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

* TBD

**Role of Session Co-Chairs:**

* Pre-meeting preparation with staff
* Fine tune topic description and goals of session
* Prepare slides/materials ahead of the session
* Post-meeting follow-up with staff and community

**Remote Participation:**

Once the agenda is “finalized”, staff will produce a matrix of remote participation details to allow remote observers to connect to the meeting. Those connection details will be posted on the community wiki space for the meeting here - <https://community.icann.org/x/cRshB>.

Remote observers will be able to observe all meeting deliberations live. Observers can comment on meeting discussions via the Adobe Connect (AC) Room chat or through direct messaging to their delegate peers.

Transcripts and recordings of the sessions will be generated and posted on the community wiki space for the meeting here - <https://community.icann.org/x/LhshB>.

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