Implementation Oversight Task Force (IOTF) Meeting

Call #14 | 06 July 2016

Agenda

1. Opening Remarks

2. Implementation Items
    -   RZERC Charter – Review the comment submitted by RSSAC
    -   PTI Staffing – Obtain agreements
    -   Upcoming schedule for PTI documents

3. AOB

4. Closing Remarks

RZERC Charter

Root Zone Evolution Review Committee (RZERC) Charter

I. Purpose

The Committee is expected to review and provide input regarding proposed architectural ~~and operational~~ changes to the root zone and its management, and as determined necessary by the Committee, potentially make recommendations ~~propose architectural and operational changes to the root zone~~ for consideration by the ICANN Board.

If needed, the Committee is expected to act as a consultation body for ICANN during any RFP process that might be initiated for the Root Zone Maintainer.

II. Scope of Responsibilities

The Committee will consider issues raised to the Committee to identify any potential security, stability or resiliency risks to the DNS as associated with the architecture and ~~operation~~ management of the root zone.

The Committee will coordinate with the committee's respective organizations and communities, and if appropriate, external experts, to ensure that relevant bodies ~~were~~ are involved in ~~decision-making and~~ discussion and recommendation development to ensure that relevant expertise ~~was~~ is available.

For ~~operational and~~ architectural changes to the root zone and its management that impose potential risk to the security, stability, or resiliency of the ~~root system~~ DNS (as identified by one or more committee members and agreed by a simple majority of members), the Committee will coordinate a public consultation process via the ICANN public comment forum regarding the proposed changes, including the identified risks.

The Committee will act as a consultation body for ICANN during the issuance and consideration of an RFP for the Root Zone Maintainer, if needed.

The Committee will coordinate with the Customer Standing Committee (CSC) as needed.

III. Composition

The Committee shall have 9 committee members as follows:
- One ICANN Board member
- One senior IANA Function Operator administrator or their delegate

PTI Staffing

PTI Staffing Recommendation
23 June 2016

During the implementation phase, ICANN has the responsibility to implement recommendations of the community-developed proposals in a manner that would ensure the stable and secure performance of the IANA functions. In the PTI staffing implementation area, ICANN previously proposed an approach that we believe best meets the intent of the CWG-Stewardship proposal, accounts for the multiple ways that separation could occur, is operationally sound, and satisfies the expressed preferences of the IANA team.

This PTI staffing proposal received full support from some parts of the community as the best move-forward option that would meet the intent of the CWG-Stewardship proposal. However, others in the community expressed concerns that the PTI staffing proposal does not achieve the desired level of separation between PTI and ICANN as intended by the CWG-Stewardship proposal. Concerns raised varied from no support for any part of the proposal, to more specific concerns regarding ongoing secondment, and secondment of the PTI President role.

ICANN carefully considered the feedback provided by both those in support of the PTI staffing proposal as well as those who raised concerns. Based on the feedback received, ICANN is proposing the following revised PTI staffing approach that we believe allows for stability and continuity at the time of transition while providing for a time-bound path toward achieving the community's desire for more separation between PTI and ICANN.

Revised PTI Staffing Approach

At the time of transition, the current IANA team will be seconded from ICANN to PTI, via contract, to perform the IANA functions. The PTI President will be a seconded ICANN employee, and the role of the PTI President will be filled by ICANN's Vice President of IANA. The PTI Treasurer and Secretary, being Board support and part-time positions, will be ICANN direct shared resources. This will allow for continuity and stability at the time of transition.
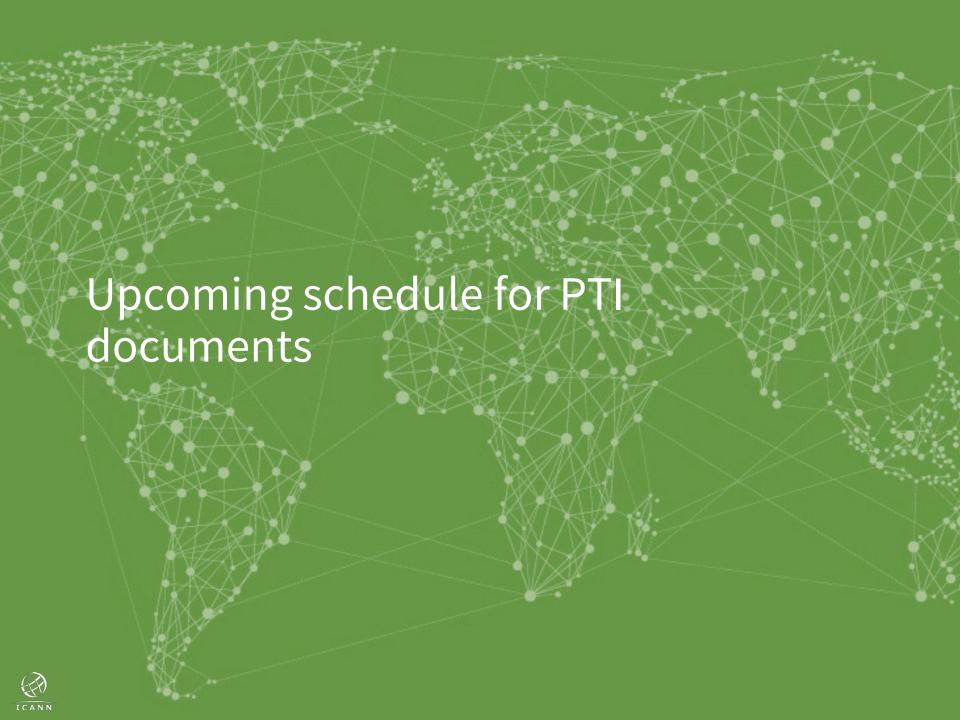
After the transition, ICANN will work to put in place preferably the same or a comparable benefits program for PTI. ICANN will also work to put in place systems and processes to support PTI payroll, HR and benefits administration, performance management, and other necessary changes. Once these benefits, systems and processes are in place, but no later than three years after the transition takes effect, the ICANN-PTI contract will require PTI to offer all seconded employees employment with the independent PTI and all new hires to be employees of PTI.

Until PTI's Benefits, systems and processes are in place, new hires will be hired by ICANN and seconded to PTI. ICANN will inform new hires that they will be transferred to PTI at the appropriate time. This will accelerate the implementation of PTI's Benefits, Systems and Processes and ensures that there won't be two classes of PTI employees.

The positions of Treasurer and Secretary for PTI will remain to be direct shared resources provided to PTI from ICANN. These are Board support positions, not related to the direct performance of the IANA functions, and not anticipated to be full-time positions. As such, it makes sense operationally for ICANN to provide this expertise to PTI as direct shared resources.

ICANN will continue to provide direct shared resources and support services as appropriate to PTI. Please see the Appendix of the [PTI Implementation Approach](#) document for the list of direct shared resources and support services.

After the transition, the PTI Board will be able to review the staffing plan and shared resources arrangement, and determine what if any changes need to be made to ensure a well-functioning PTI.

Upcoming schedule for PTI documents

AOB & Closing Remarks

Appendix

Discussion Items & Status

Items	IOTF Agreement	CWG Agreement	Decision	Next Step
Define selection criteria for Nom-Com PTI independent Directors				Fold into PTI Bylaws discussion?
PTI staffing				In discussion
PTI governance documents (Bylaws, AoI, CoI)				In discussion
ICANN-PTI Contract(s)*				In discussion
IANA IPR - TBD				
IANA Customer Service Complaint Resolution Process	✔		Clarification provided	Implementation
IANA Problem Resolution Process	✔		Clarification provided	Implementation
PTI services	✔	✔	PTI to perform all 3 IANA functions	Implementation
Approach for selection of interim PTI independent Directors	✔	✔	CWG Chairs to serve as interim Directors	Implementation
CSC formation	✔	✔	Issue request for appointment	Implementation
RZERC charter	✔	✔	Post Charter for public comment	Public Comment

*Includes discussion on whether to combine the Names contract and intercompany contract

Decision Log

- **PTI Independent Board of Directors**
    - Initial Selections
        - o Jonathan and Lise to serve as interim PTI independent directors assuming there are no issues around conflict and independence (IOTF Call #1, 21 March 2016 / CWG Meeting #78, 31 March 2016)
    - Ongoing Selections
        - o NomCom will be the appointing body for PTI independent directors (IOTF Call #1, 21 March 2016 / CWG Meeting #78, 31 March 2016)

- **PTI Structure**
    - PTI will perform all 3 IANA functions (IOTF Call #2, 25 March 2016 / CWG Meeting #78, 31 March 2016)

- **Document Review Process & Timeline**
    - Agreement reached (IOTF Call #4, 04 April 2016)

- **IANA Escalation Mechanisms**
    - Clarification provided by Chuck Gomes and IOTF has no objections to clarification. (IOTF Call #8, 10 May 2016)

- **CSC**
    - CSC formation process and timeline shared and received no objections via IOTF call and CWG mail list. (IOTF Call #9, 20 May 2016 / CWG mail list 26 May 2016)

- **RZERC Charter**
    - RZERC Charter was shared and finalized over the IOTF and CWG mail lists. (IOTF mail list 03: June 2016 / CWG mail list: 17 May 2016)

Document Review Process & Timeline

1 — ICANN shares high-level descriptions with IOTF

2 — IOTF reviews & agrees on high-level descriptions

3 — ICANN drafts full document

4 — 2 weeks — OCs review & provide input on full document*

5 — 30 days — ICANN finalizes & posts draft document for public comment

6 — ICANN analyzes comments, finalizes document & obtains Board approval