SSR2 RT Plenary Call Report
Plenary Call #106
1 April 2020 – 14:00 – 15:00 UTC

Review Team Members	Observers
Boban Krsic, Eric Osterweil, Danko Jevtovic, KC Claffy, Russ Housley, Norm Ritchie, Laurin Weissinger, Denise Michel, Ram Krishna Pariyar	Dennis Tan
	Technical Writer
	Heather Flanagan
Apologies	
Kaveh Ranjbar, Naveed Bin Rais	**ICANN Org**
	Jennifer Bryce, Steve Conte, Brenda Brewer

These high-level notes are designed to help SSR2 Review Team members navigate through the content of the call. They are not meant to be a substitute for the recording or transcript, which are posted on the wiki here: https://community.icann.org/x/LyKJBw.

The SSR2 Review Team undertook the following during this session:

1. **Welcome, roll call, SOI updates**

See attendance record above. No SOI updates provided.

2. **Determine approach to review of public comments (see analysis spreadsheet)**

Russ noted that the analysis spreadsheet contains the public comments received on the draft report, sorted by recommendation. He proposed that a subteam be set up for each recommendation. The subteam should bring to the full review team any items that require team discussion and propose edits to the recommendation to be reviewed by the full review team. Russ proposed that team members sign up to the recommendations by Saturday so that subteams can begin work on the week beginning 5 April. No team members objected to the proposal.

Russ advised that subteams should do the following:

- Note in the public comment analysis spreadsheet column E how they public comment will be addressed.
- Propose edits to address the relevant comments in the markup document.
- Propose text revisions to the recommendation, keeping in mind the revised structure of the document, as discussed on the 25 March plenary meeting. Text proposals should be provided to Heather so that she may input them to the revised document.

Decision reached: Team agreed to create subteams for each recommendation. Subteams will propose how to address the public comments.

Action items Team members to volunteer for recommendation subgroups using the sign-up sheet, by Saturday 3 April.

Action item: Russ will send a note to the team with the deadline to sign up to subgroups and the approach to work that the subgroups should follow.

3. **Determine approach to completion of review work (see sign-up sheet for subteams)**
Discussion points for this agenda item were covered under agenda item 2.

4. **Review of outstanding team member comments in the markup document**
Russ noted that as discussed under agenda item 2, subgroups should propose edits to address the team member comments in the markup document. As such, review of comments did not take place on the call.

5. **AOB**

None raised.

6. **Confirm action items / decisions reached**
Action items and decisions were read for the record.

Consensus reached on decisions/action items: Yes