1. What Local part transformation – EAI implementation recommendation
   Who: Brent
   When: Q1 2016 f2f gathering

2. What: CIO-Guide/System Architect Guide
   Who: Brent and Mark Don
   When: Middle of January 14

3. What: Create forum
   Who: Community outreach team
   When: Q2 2016

4. What: Model for local outreach
   Who: Don/Tony/Pensri /Edmon->ALAC
   When: November 30

5. What: Talking Points Memo Project
   Who: Christian, Emily, Yuri
   When: January 14th (Emily)

6. What: UA/DNA Google Doodle
   Who: Christian, Gwen, Mark, Don
   When: Call for meeting w/in 30 days

7. What: Create method for sharing industry/contact databases
   Who: Elaine, Lars, Mark
   When: January 14th

8. What: M3AAWG – Establish the relationship, including membership
   Who: Christian – Brent re: EAI
   When: 2 weeks

9. What: ISOC – establish relationship
   Who: Don (Dan York)
   When: End of October
   Comment: See #14 – leverage IPv6 material approach.

10. What: EAI Report to Coordination Group
    Who: Brent/Edmon
    When: January 14

11. What: UA-Ready Preliminary draft of guidelines for comments
    Who: Dennis,
    When: January 14

12. What: UA-Ready public comment summary
    Who:
    When: February 14

13. What: Final UA-Ready Guide
    Who: Dennis, Rich, [contractor]
    When: March 14 [Marrakesh – gathering]

14. What: Create generic document for RyRr Readiness scorecard [more detail]
    Who: Don/ICANN
    When: 1 week

15. What: Define cross-section and size of working group for RyRr team
    Who: Rich, Dennis
    When: EOM

16. What: review scope and put forward a recommendation for linkification
    Who: Dennis, Mark, Andrew
    When: TBD

17. What: GDD Summit project follow up
    Who: George, Don
    When: TBD