

## Second IANA Naming Function Review (IFR2) Meeting 7

6 March 2024 | 17:15 UTC – 18:15 UTC

Meeting wiki:

<https://community.icann.org/pages/viewpage.action?pageId=308576318>

<b>Review Team Members and Liaisons:</b> Alan Barrett, Ashley Heineman, Brett Carr, Carlton Samuels, Edowaye Makanjuola, Jonathan Robinson, Lars-Johan Liman, Lyman Chapin, Peter Koch, Rick Wilhelm, Sami Ali	<b>Observers:</b> Hiro Hota
<b>Apologies:</b> Rafik Dammak	<b>ICANN Org:</b> Brenda Brewer, Jennifer Bryce, Marilia Hirano, Reda Josifi, Steve Conte

These high-level notes are designed to help people to navigate through the content of the call. They are not meant to be a substitute for the meeting recording, which can be accessed directly via this [link](#), or on the wiki page linked above.

### Decisions Reached:

- Meetings will no longer be scheduled for the 01:00 UTC time. The team will continue to rotate calls between 11:00 UTC and 18:00 UTC.
- Meeting cadence will stay the same until workload increases.

### Agenda Item #1: Welcome, Roll Call, SOI Updates

- No SOI updates were offered.

### Agenda Item #2: Action Items (all action items tracked in the Google sheet linked [here](#) [[docs.google.com](https://docs.google.com)])

Reference	Date	Action item	Status
02-05	5 Dec 2023	ICANN team to start working with Co-Chairs on getting the briefings lined up. They will start with a briefing at the next meeting.	<ul style="list-style-type: none"><li>• Scheduled briefings will be complete as of 6 March meeting. Further briefings or information sessions with staff can happen as needed at the request of the IFR2.</li><li>• Archive links to the briefings posted to the wiki here: <a href="https://community.icann.org/x/dQAjE">https://community.icann.org/x/dQAjE</a></li></ul>
02-08	5 Dec 2023	For the ICANN team to go back and see if there was a blog published to announce the first IFR and if so, republish a similar blog for IFR2.	IFR2 announcement was published on 28 February 2024.

07-01	6 Mar 2024	Formal follow up with the CSC	
07-02	6 Mar 2024	Individual review team members to pick certain parts of the contract to review individually and in-depth and report back to the team	Co-chairs will pre-select sections from the contract to be assigned ahead of the 19 March meeting.
07-03	6 Mar 2024	IFR2 acronym to be spelled out in meeting invite ahead of 19 March meeting	

**Agenda Item#3: CSC overview and Q&A—Brett Carr, CSC Chair and IFR2 liaison**

- Presentation slides are linked [here](#).
- Federico Nevis will take over as CSC Chair shortly after this meeting.
- Brett’s term as the CSC liaison will be up in October 2024.

The review team’s CSC presentation questions/answers are summarized below.

Question:	Summary of Answer:
<b>Lars-Johan Liman:</b> Question on CSC membership-Are alternates individual or are they per group?	<ul style="list-style-type: none"> <li>• <b>Brett Carr:</b> here is one alternate per supporting organization.</li> </ul>
<b>Jonathan Robinson</b> wanted to clarify if reviewing the SLAs is part of the IFR2’s responsibilities.	<ul style="list-style-type: none"> <li>• <b>Brett:</b> SLAs are something the review team should be aware of, but no input is needed from review team.</li> </ul>
<b>Peter Koch:</b> Would the SLA reviews be in the CSC mandate, or would they suggest an amendment to the contract without the review of the IFR2 team?	<ul style="list-style-type: none"> <li>• <b>Brett:</b> The plan is under the CSC and does not require a change to the contract.</li> </ul>
<b>Ashely Heineman:</b> As the CSC, do you take note of issues or areas that would be outside the scope of what your group does but might be of interest to i.e. our group?	<ul style="list-style-type: none"> <li>• <b>Brett:</b> The CSC would take note; however, there has not been an instance that has come up.</li> <li>• <b>Rick Wilhelm:</b> If PTI were having problems, there would be evidence in our workstream.</li> </ul>
<b>Peter Koch:</b> Noticed for the most part perfect marks on PTI’s performance and asked about how far the CSC looks into the marks not at 100%.	<ul style="list-style-type: none"> <li>• <b>Brett:</b> CSC does not go into individual complaint cases. If there are any SLA misses, the CSC goes in with PTI to make sure there is either a reasonable explanation or with a plan to make changes.</li> </ul>

<p><b>Hiro Hota</b> suggested that it would be beneficial to the team’s attendance if ‘IFR2’ is explicitly spelled out on the website.</p>	<ul style="list-style-type: none"> <li>• <b>Brett</b> suggested that outreach is needed to make IFR2 more visible.</li> <li>• <b>Ashley:</b> Suggested that better articulation of what the acronym means</li> </ul>
<p><b>Sami:</b> Adding mission statement will be useful for increasing attendance and awareness of review team’s work.</p>	<ul style="list-style-type: none"> <li>• <b>Peter:</b> There will be a point when we will do explicit outreach and we can take this suggestion into consideration.</li> <li>• <b>Ashley:</b> Spell out the acronym for the next meeting. However, if interested participants looks closer in the session details, there is an explanation about this review team’s work</li> </ul>
<p><b>Marilia Hirano</b> asked if questions/requests for IANA will be received in advance or as discussion points during meetings.</p>	<ul style="list-style-type: none"> <li>• <b>Peter:</b> Some questions could be simple and answered on the spot, while others may require a bit more thought and research.</li> </ul>

**Agenda Item #4: Call Rotation and Cadence—Co-chairs**

- Attendance for the 01:00 UTC call has been noticeably lower than for the other two daytime UTC calls.
- The co-chairs decided to no longer schedule calls for 01:00 and keep the cadence at a bi-weekly call for the coming weeks and will review by the Kigali meeting, at the latest. The cadence may increase when workload increases.

**Agenda Item #5: Next Steps for IFR2 review work—Co-Chairs**

- Team members will pick certain parts of the contract to review individually and in depth and then report back to the review team.
- Work will be distributed based on team member’s individual availability and/or technical expertise.
- For the next meeting, the co-chairs will prepare the proposed slices of the contract. Team will go through the contract section by section and distribute the work. Questions may arise for IANA, CSC.

**Agenda Item #6: AOB, close**

- **No AOB was discussed.**