

## **Root Zone Evolution Review Committee (RZERC) Teleconference Minutes**

17 July 2017 | 15:40-16:40 UTC

### **Attendance**

Brad Verd (RSSAC)  
Duane Wessels (Root Zone Maintainer)  
Kim Davies (PTI)  
Kaveh Ranjbar (ICANN Board)  
Peter Koch (ccNSO)

### *Staff*

Steve Sheng  
Mario Aleman

### *Apologies*

Carlos Martinez (ASO), Jim Reid (IETF/IAB), Russ Mundy (SSAC)

### **Absent**

Howard Eland (GNSO RySG)

### **DECISIONS:**

- Next RZERC meeting is scheduled on 21 August 2017 at 17:00 UTC.

### **ACTION ITEMS:**

- Staff to publish the minutes, transcripts and audio recording from 19 June 2017 teleconference
- Staff to confirm agenda publication for ICANN public meetings.
- Peter Koch to edit RZERC operational procedure draft in section “conflict of interest”, “disclosure of interest”
- Duane to share the current procedures with Jim and Peter to get more feedback before the next RZERC meeting.

### **Call to Order**

Duane Wessels called the meeting to order at 15:40 UTC.

### **Roll Call**

Mario Aleman conducted the roll call.

### **Agenda Review**

There were no amendments to the agenda of the meeting.

### **Review of Action items from 19 June Teleconference**

Mario read the action items from the previous meeting.

## **Approval of Minutes**

June minutes were not yet distributed and approved during this meeting.

**ACTION: Staff to distribute the minutes, transcripts and audio recording from 19 June 2017 teleconference**

## **Procedures document**

Duane presented the latest edits to the RZERC operational procedure.

The section on meetings was shortened and simplified. Duane proposed to keep 14 days notice for regular and executive meetings, and 30 days in advance notice for public meetings, similar to the advance notice given for sessions at ICANN public meetings. Peter requested confirmation to Staff.

**ACTION ITEM: Staff to confirm agenda publication for ICANN public meetings.**

Feedback was received from Peter to format sections 3.3 on publishing confidential discussion and section 5.4 on “requesting body other than ICANN Board”.

On “conflict of interest” and “disclosure of interest” some members suggested to consult with ICANN Legal. Steve added that SSAC operational procedures uses the ICANN standard terms “disclosure of interest” but the RZERC charter uses “conflict of interest”. Duane requested Peter to add more edits to this section.

**ACTION ITEM: Peter Koch to edit RZERC operational procedure draft in section “conflict of interest”, “disclosure of interest”.**

Finally, Duane suggested Jim and Peter get together and find agreement on the operational procedure.

**ACTION ITEM: Duane to share the current procedures with Jim and Peter to get more feedback before the next RZERC meeting.**

## **Any Other Business**

- a. *Date of next RZERC regular meetings*  
21 August 2017 17:00 UTC

## **Adjournment**

The RZERC concluded its meeting without objections at 16:23 UTC.