Root Zone Evolution Review Committee (RZERC) Teleconference Minutes
23 January 2017 | 17:00-18:00 UTC

Attendance
Brad Verd (RSSAC)
Duane Wessels (Root Zone Maintainer)
Howard Eland (GNSO RySG)
Jim Reid (IETF/IAB)
Kim Davies (PTI)
Peter Koch (ccNSO)
Russ Mundy (SSAC)
Kaveh Ranjbar (ICANN Board)

Staff
Kathy Schnitt
Steve Sheng
Trang Nguyen

Apologies
Carlos Martinez (ASO)
Glen de Saint Gery
Mario Aleman

Decisions

- The Committee approved the 28 November 2016 teleconference minutes.
- The Committee agreed on the duties of the Chair for the purposes of selecting the initial Chair to bootstrap the Committee (see Chair Duties sections below).
- All RZERC members are eligible to serve as Chair of the Committee.
- Nominations for Chair will continue to open until 1 February 2017.
- The next RZERC teleconference will be on 20 February 2017 | 17:00 –18:00 UTC.
  [Correction: The teleconference date is changed to 28 February 2017 due to scheduling conflicts.]

Action Items

- Staff to publish the minutes from 28 November 2016 teleconference.
- Peter Koch to write an introductory paragraph regarding the responsibilities of the Chair.
- Members to send nominations or self-nominations for Chair to the list.
- Staff to work with the Committee to develop selection procedures, including election tools.

Call to Order
Steve Sheng called the meeting to order at 17:07 UTC.

Roll Call
Kathy Schnitt conducted the roll call.

Review of Action items from 28 November 2016 Teleconference
One action item remained outstanding from the last call: Re the scope of RZERC. Kim reviewed and identified two "architectural" changes that historically had involved NTIA (National Telecommunications and Information Administration) approval. These were the introduction of web automation system for root zone management and signing the root zone with DNSSEC. Discussion to be continued in the scope of the RZERC.

All other action items were completed.

Approval of Minutes
The RZERC approved the draft minutes from 28 November 2016 teleconference.

> **ACTION ITEM: Staff to publish the minutes from 28 November 2016 teleconference.**

Closure of issues discussed on the mailing list since the last call
Steve summarized the discussions on the list regarding 1) subscription of additional staff to the RZERC list, and 2) the number of staff on the RZERC list. The RZERC agreed that there is no need to subscribe additional staff to the list. Additional staff can be copied on email communications as needed. With respect to the number of staff on the RZERC list, the RZERC and staff agreed that after the Chair is selected, the Chair will work with staff to determine whether the list of current staff needs to be changed.

Chair Duties
The RZERC discussed the Chair's duty document. The RZERC agreed on the list of duties for the Chair for the purposes of selecting the initial Chair to bootstrap the Committee. These duties may also be subsequently revised by the RZERC.

Duties:

- Setting agendas and chairing the meetings
- Working closely with ICANN org staff on RZERC business
- Represent the RZERC at ICANN meetings and other venues as and when the need arises
- Coordinate, when required, the interaction with ICANN SO/ACs and other committees as appropriate
- Coordinate the work of RZERC
- Delegate one or more of these duties as needed or appropriate

Eligibility: All members of the RZERC are eligible to serve as Chair of the Committee.

During this discussion, a few important points surfaced that need further discussion:

- When RZERC receives a proposal for study, the mechanism by which RZERC reach out to various communities for input.
- Additional language is needed in the Chair job description to ensure that this is not meant to empower the Chair more.

Next Steps for Chair Selection
Russ Mundy and Duane Wessels have nominated themselves.

The RZERC agreed that additional nominations will be accepted until 1 February 2017 on the mailing list. In addition, staff to work with the Committee to develop the selection procedures for the Chair. A few inputs were received on the call on how this procedure should work.

> **ACTION ITEM: Peter Koch to write an introductory paragraph regarding the responsibilities of the Chair.**

> **ACTION ITEM: Members to send nominations or self-nominations for Chair to the list.**

> **ACTION ITEM: Staff to work with the Committee to develop selection procedures, including election tools.**

Administration Matters
The date and time for the next meeting is February 20th, 2017 at 17:00 UTC.

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Discussions about RZERC Face to Face Meeting at ICANN 58 and review of draft web page for RZERC will be on the mailing list and at the next RZERC teleconference.

Adjournment
The RZERC concluded its meeting without objections at 18:10 UTC.