

Meeting: IAOC Meeting

Date: The meeting was called to order at 12:00PM EDT by Tobias Gondrom, 2015-06-25. A quorum was established.

Attendees Present:

Jari Arkko
Lou Berger
Scott Bradner
Kathy Brown
Leslie Daigle
Tobias Gondrom (Chair)
Ray Pelletier, IAD
Benson Schliesser
Andrew Sullivan

Scribe: Michele Gehrke

Guest: Ole Jacobsen

1. Operations

a. Minutes

2015-04-28

2015-05-28

The meeting minutes have been reviewed. Scott made the motion to approve the minutes and Tobias seconded the motion. The minutes were approved without further discussion or objection.

b. Legal Contract Extension

Ray provided background for the discussion about extending the contract with Contreras Legal Strategy LLC.

Jorge Contreras has been counsel to the IETF since 1998 and to the IAOC since its inception in 2005, and the IETF Trust since its inception in December 2005. At that time Jorge worked for WilmerHale.

Jorge left WilmerHale in 2009 to teach law at a DC-based university. The IAOC, through ISOC, entered into a contract with Contreras Legal Strategy LLC for the period 1 January through 31 March 2010, and thereafter month to month, for a monthly fee of <confidential> </confidential>.

In February 2011 the IAOC issued an RFP for a legal services provider and attracted several bidders. After reviewing the bids the IAOC elected to award the contract to Contreras Legal Strategy, LLC beginning 1 July 2011.

The contract was for two years plus renewable for two, two-year extensions. The initial two-year contract was for <confidential> </confidential> per month, plus additional fees for tasks.

However, it was a difficult contract to manage and implement with too much time spent discussing fees for services. The contract was amended effective 1 July 2012 increasing the retainer to <confidential> </confidential> per month, and changes were made to the services to be provided effectively eliminating Task Orders except for “substantial new ... or revisions to policies” and “other matters requiring significant amounts of analysis, drafting, counseling or document review.”

The first extension was executed for the period 1 July 2013 through 30 June 2015 and the monthly fee was maintained at <confidential> </confidential> per month.

7. Based upon the firm’s professional and responsive services the Legal Committee recommends that the contract with Contreras Legal Strategy LLC be extended for a two-year period, from 1 July 2015 through 30 June 2017 and the monthly retainer be increased to <confidential> </confidential>.

8. The impact for the 2015 budget is <confidential> </confidential> total. The funds are in the 2015 budget and will be split equally between IASA and the IETF Trust.

Resolution:

The IAOC approves a two-year extension of the Agreement for Consulting Services with Contreras Legal Strategy LLC for the period 1 July 2015 to 30 June 2017 at a retainer of <confidential> </confidential> per month and requests the Internet Society to effect such agreements as necessary to effect this extension.

Scott moved the resolution and Lou seconded the motion.

Jari Arkko [YES]
Lou Berger {YES]
Scott Bradner [YES]
Kathy Brown [YES]
Leslie Daigle [YES]
Tobias Gondrom [YES]
Benson Schliesser [YES]
Andrew Sullivan [YES]

After a formal roll-call vote, the resolution passed unanimously.

c. IAOC Term Definition

Scott provided background for the Internet Draft, draft-bradner-iaoc-terms-01,

concerning the terms of members of the IAOC.

This memo adds a requirement that the IAOC hold a face-to-face or teleconference meeting during the first IETF meeting of each year during which the IAOC members select an IAOC Chair and conduct other business as needed.

This memo updates BCP 101 to define that the terms of IAOC members normally run from the start of the IAOC face-to-face or teleconference meeting held during the first IETF meeting of a year until the start of the IAOC face-to-face or teleconference meeting held during the first IETF meeting of the year in which his or her term ends.

This memo updates BCP 101 to define that the term of an IAOC member that is selected to fill a vacancy runs from when the appointment or selection of the IAOC member is announced on the IETF Announce list until the start of the IAOC face-to-face or teleconference meeting held during the first IETF meeting of the year in which his or her term ends.

This memo also updates BCP 101 to state that the term of the IAOC Chair runs from when the Chair is selected by the IAOC members until the start of the next IAOC face-to-face or teleconference meeting held during the first IETF meeting of a year.

Since the IETF Trust Agreement defines "Eligible Persons to serve as Trustees" as the "then-current member[s] of the IAOC", ([Trust Agreement] sections 3.1 and 6.1) the above change also resolves the issues with selecting a Chair of the IETF Trust during a face-to-face or teleconference meeting of the Trustees during the first IETF meeting of a year.

Scott moved to approve the Definition of Term for IAOC Members and Benson seconded the motion.

Jari Arkko [YES]
Lou Berger {YES]
Scott Bradner [YES]
Kathy Brown [YES]
Leslie Daigle [YES]
Tobias Gondrom [YES]
Benson Schliesser [YES]
Andrew Sullivan [YES]

The motion passed unanimously.

d. IETF 93 Plenary Schedule

Ray informed the members that the Plenaries in Prague will be held on Tuesday July 21st and Thursday, July 23rd from 9:00am-11:30am local time. This replaces the usual days of

Monday and Wednesday. The IAOC meeting schedule remains the same from 7:15am-9:00am Wednesday, July 22nd.

e. IANA transition

Andrew provided an update on the IANA transition activity of the CWG and the ICG.

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2. Finance

a. Monthly Statement Format Change

Ray introduced the new monthly statement changes and how it will now be broken down into *meeting expenses* and *operational expenses*. This change will provide a great deal more transparency of what meetings cost. Each line item includes an explanation.

b. Budget Calendar Change

Ray reported that the calendar is being updated to reflect the reality of the timing and sequencing of the information that comes from ISOC and the timing to process it with the Finance Committee.

c. Multi-year Pricing

Lou discussed the way RFPs and contracts are currently written for multi-year service agreements – there are no escalations in them, both from the proposal side and contract side – particularly regarding extensions. Lou suggests a good practice for both bidding and negotiating pricing option escalations or yearly pricing escalations at the start of the contract, which yields more predictable pricing over the life of a contract base plus option. This will put us in a position where we don't have to reopen negotiations on a yearly basis. Lou and Ray suggest we take this to the Finance Committee to hammer out details to present to the IAOC.

3. Meetings

a. IETF 99 Venue Recommendation

Ole discussed the options for a meeting venue for IETF 99 in July 2017.

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b. IETF 100 Venue Recommendation

Ray reported on the venue options for IETF 100 and the Meetings Committee recommendation to the IAOC.

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The Meetings Committee considered the Venue Selection Criteria in making its recommendation.

Venue Selection Criteria

Objectives desired in the selection of venues include:

1. Advancing standards development
2. Facilitating participation by active contributors
3. Encouraging new contributors
4. Sharing the travel pain

The criteria used in the selection of the venue include, in no priority order:

1. Optimal facility - "One Roof" that is, meeting space and guest rooms available in the same facility, where available and qualified
2. Meeting Space - adequate in size and layout to accommodate meeting and participant networking where possible
3. Technology - capable of supporting meeting network requirements
4. Guest Rooms at HQ hotel - sufficient in number, adequate network, or will accept IETF network, within close proximity to venue
5. Venue Surroundings - proximately surrounded by other hotels, restaurants and bars, within walking distance; not isolated
6. Cost of space, food and beverage, guest rooms – Currency fluctuation can severely impact cost at time of event
7. Hostable/Sponsorable - is the meeting in a location and at a price that it is possible and probable to find a Host and sponsors Host's costs include the cost of the meeting space, the network and circuits.
8. Overflow Hotels - These are hotels under contract. Typically within walking distance of the venue and have varying guest room rates. They do not include the IETF network, but typically have free Internet.
9. Travel - Ease of access, number of hops. Is the travel to the venue at a reasonably acceptable cost, time, and burden for participants traveling from the regions? Are there other, e.g., visa, barriers to entry?
10. Contractual - Can the venue and hotels be put under contract?
11. Risk - are there risks associated with this venue over these dates?
12. Safety - Are there safety concerns for the participants at this venue?

c. IETF 93 Update - Prague

Ray reported that we currently have 840 registered, 434 paid and 194 Letters of Invitation issued. We are trending very nicely with Dallas paid which was 1,185, Prague Budget paid is 1,225.

Ray said that with regard to Bits-n-Bites it is projected that we will have 10 tables! Revenues projected of \$90K with expenses of \$50K. Our co-hosts will be Brocade and CZ.NIC. The Social will take place at the Zofin Palace, "Magical Prague". Our host, Dave Myers of Brocade will give a Tech Talk on Thursday, July 23rd.

d. IETF 94 Update – Yokohama

Ray said that registration will open in July, and that the Social will be held Tuesday evening, as usual. WIDE has 19 sponsors for which they need to provide visibility. They expect to use all the Bits-N-Bites tables. A discussion ensued about whether others would be permitted to obtain tables and whether the character of the event was being changed. Ole and Ray were asked to discuss the concerns with WIDE.

4. Tools

N/A

5. Legal

a. Privacy Policy

Scott informed the group that he needs to get back to the Privacy Policy and close the cycle. He is looking for comments on the 2nd version.

b. Pending suit

The suit appears to be nearing a successful conclusion.

6. RPS

N/A

7. AOB

Kathy gave an update on the IETF Endowment.

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Tobias adjourned the IAOC meeting at 12:58pm EDT