Minutes – ICANN GDPR compliance informal ad hoc volunteers meeting
28 June 2017
ICANN59 – Johannesburg

Volunteers Present:
Alan Greenberg
Alex Deacon
Ayden Férdeline
Beth Bacon
Graeme Bunton
James Galvin
Susan Kawaguchi
Wendy Seltzer
Wolf-Ulrich Knoben
Stephanie Perrin
Thomas Rickert

Board / Staff Members Present
Akram Atallah
Becky Burr
Chris Disspain
Diana Middleton
Erika Randall
John Jeffrey
Theresa Swinehart

The following is a summary of discussions and action items identified:

The goal of this group is to help ICANN with a data gathering exercise to compile basic information needed to engage with data protection authorities and obtain a legal analysis about whether there are potential compliance issues under ICANN agreements with registries and registrars because of the GDPR. Our goal is to be in a position to have the data needed to acquire actionable legal advice and engage with data protection authorities in September. The agenda was as follows:

• Introductions
• Introduce matrix and identify expected deliverables
• Review timeline and next steps
• Establish meeting cadence (weekly/bi-weekly, 1/2 hour/hour)

Discussion
• Explanation of matrix and purpose of data collection by Becky Burr
    o Need to identify types of users, what data elements they use, and for what purpose
    o We need to brainstorm to ensure we're including all user categories to get the most complete set of data points

- o Level of detail needs to be appropriate; the more detail provided, the better chance of having more meaning discussions with DPAs and getting a meaningful legal analysis
  - o Goal is for volunteers to help identify categories of data users they can reach out to as soon as possible, and get inputs to include in the matrix of user stories
  - o This is for data required by ICANN agreements or Consensus Policies to be collected, retained, published, etc. Other registry/registrar data is outside the scope of this exercise
  - o We're not deciding if something is or is not Personally identifiable information (PII)
  - o We're not making a judgement on the validity of these data points
- Goal is to return completed user/purpose/element statements by 15 July. ICANN will compile input and publish for stakeholder/public review as soon as possible thereafter
- Input received after 15 July will be incorporated to the extent possible, but to meet the tight timelines, ICANN will need to designate stable document for legal review and DPA engagement at date TBD and announced
- Registries and registrars should continue to work with their own legal counsel on how to comply with the GDPR

Action Items
- ICANN organization to send meeting invitations for 6 July and 13 July for follow-up discussions, time will be set at 0700 PDT / 1000 EDT / 1400 UTC. Purpose of the call will be to exchange information about our progress, share tips for creating the user stories, and explore any questions that arise along the way.
- ICANN organization to provide a clear set of instructions on how to fill out the matrix.