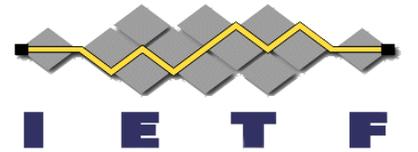
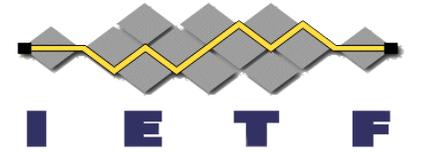


Choosing IETF Meeting Venues

IAOC and IAOC Meeting Committee

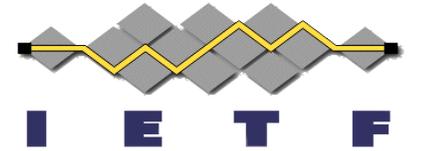




Problem statement

- The meeting venue selection criteria and process is not publicly documented
 - There are recurring discussions in email that often revisit the same themes
 - Discussion doesn't typically result in changes/improvements to the process
- Our solution:
 - Publish our selection criteria and process in `draft-baker-mtgvenue-iaoc-venue-selection-process` and request feedback
 - Intended status is BCP

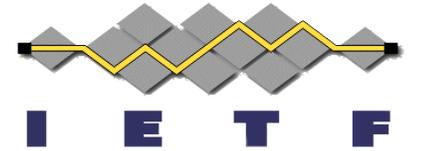
Agenda:



- Opening comments
- Fred Baker: discuss context and draft briefly
- Laura Nugent (AMS): discuss trade-off analysis
- All: discuss

- What is the IAOC/IAOC Meeting Committee objective in this meeting?
 - Hear commentary, with a view to a committee decision
 - Goal: finish review in the hour we have
 - No document re-engineering in real time

Who does the choosing?

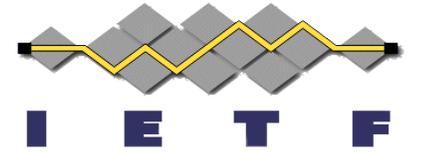


IAOC

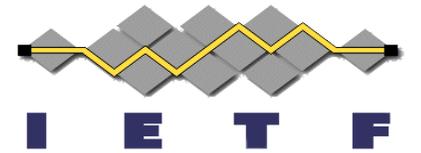
- Leslie Daigle, IAOC Chair
- Jari Arkko, IETF Chair
- Ray Pelletier, IAD
- Kathy Brown, ISOC Pres/CEO
- Andrew Sullivan, IAB Chair
- Lou Berger, Nomcom appointee
- Scott Bradner, ISOC BoT appointee
- Tobias Gondrom, IESG appointee
- Benson Schliesser, IAB appointee

- Ole Jacobsen, Chair
- Fred Baker
- Dave Crocker
- Bob Hinden
- Lou Berger (IAOC)
- Tobias Gondrom (IAOC)
- Jim Martin (NOC Team)
- Ray Pelletier (IAD)
- Marcia Beaulieu (AMS)
- Kirsten Machi (AMS)
- Stephanie McCammon (AMS)
- Alexa Morris (AMS)
- Laura Nugent (AMS)

Outline

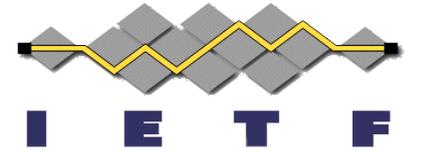


- 1. Introduction
 - 1.1. Requirements Language
- 2. Meeting Selection Participants and Responsibilities
 - 2.1. The IETF Community
 - 2.2. IESG and IETF Chair
 - 2.3. The Internet Society
 - 2.4. IETF Administrative Oversight Committee
 - 2.5. IETF Administrative Support Activity
 - 2.6. IETF Administrative Director
 - 2.7. IAOC Meeting Committee
- 3. Venue Selection Process
 - 3.1. Venue Selection Principles
 - 3.2. Venue Selection Objectives
 - 3.3. Venue Selection Criteria
 - 3.3.1. Venue City Considerations
 - 3.3.2. Basic Venue Criteria
 - 3.3.3. Technical Services and Operations Criteria
 - 3.3.4. Lodging
 - 3.3.5. Food and Beverage
 - 3.4. Non-criteria
 - 3.5. Venue Selection Timeline
 - 3.6. Experience Notes
- 4. Transparency
- 5. IANA Considerations
- 6. Security Considerations
- 7. Privacy Considerations
- 8. Contributors



Venue Selection Principles

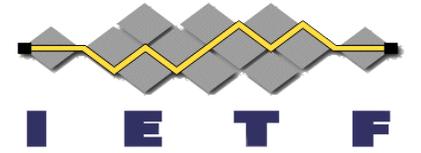
- Who are we? **Multi-disciplinary, improve the Internet**
- Why do we meet? **To discuss and advance Internet Drafts and RFCs**
- Where do we meet? **Globally, to share cost and travel burden**
- Inclusiveness: **We want to facilitate participation by anyone**
- Internet Access: **Unfiltered access to facilitate our work**
- Focus: **Focused technical discussions, in breakouts and the hall**
- Economics: **Within reason, budget should not limit participation**



Venue Selection Objectives

- Advancing standards development
- Facilitating participation by active contributors
- Sharing the travel pain; balancing travel time and expense across the regions from where IETF participants are based.
- Encouraging new contributors
- Continental Rotation
 - IESG targets a rotation among North America, Europe, and Eastern Asia (“1-1-1”)
 - IETF Chair can insert a meeting in another location, with community input (“1-1-1*”)
- Changing the rotation:
 - Demonstrate participation from the region in question

Venue City Criteria



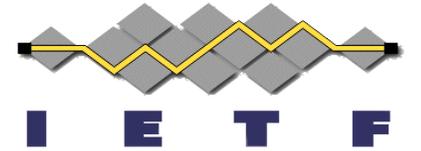
Mandatory

- Acceptable travel costs
- Minimal barriers to entry
- Minimize economic, safety, and health risks
- Hosts? Sponsors?

Desirable

- Prior successful meeting experience
- Possibility of a multi-event contract

Basic Venue Criteria



Mandatory

- Meeting space is adequate
- Venue and hotels can be put under contract
- Cost of rooms, meeting space, food, and beverage is affordable

Desirable

- Ideally, under one roof
 - If not that, most participants could stay in primary IETF hotel(s)
- Accessible to people with disabilities



Technical Services and Operations Criteria

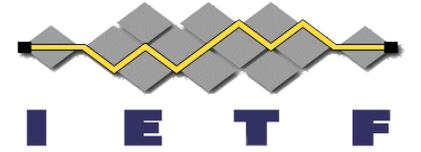
Mandatory

- Venue network, A/V, etc are adequate, or we can upgrade them to be adequate
- Venue must permit and facilitate the delivery of a high performance, robust, unfiltered and unmodified IETF Network
- IETF SSID in IETF hotel(s) similarly high quality

Desirable

- IETF SSID in overflow hotels similarly high quality

Lodging



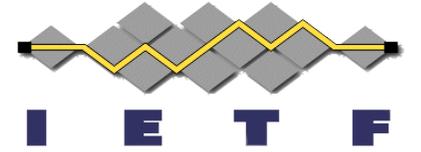
Mandatory

- Close to venue
- IETF hotel(s) house at least 1/3 of projected attendance
- Lower budget lodging near venue
- Overflow hotels can be contracted near venue, catering to budget

Desirable

- Accessible to people with disabilities

Food and Beverage

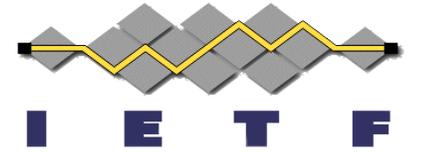


Mandatory

- Venue neighborhood has convenient and inexpensive choices for meals that can accommodate a wide range of dietary requirements.

Desirable

- Venue neighborhood includes a grocery store that will accommodate a wide range of dietary requirements.



Venue Selection Timeline

4years out

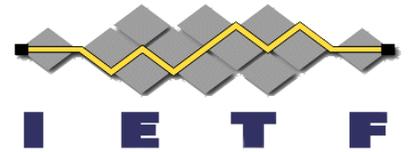
- IAOC selects regions for meetings
- Target cities provided to Secretariat
- Potential venues identified
- Sites qualified
- Preliminary negotiations started
- IAOC Meetings Committee makes a recommendation to the IAOC
- IAOC approves recommendation

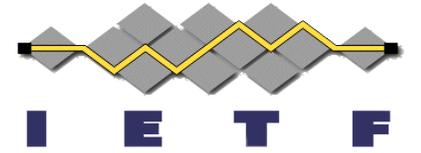
2-3/4 – 3 years out

- Contract negotiations eventually complete
- Contracts are executed

Experience to date for Asia and Latin America is that, due to local business practice, the process of contracting takes longer and results in contracts not being finalized more than two, or sometimes one, years in advance of the meeting.

Draft discussion to date

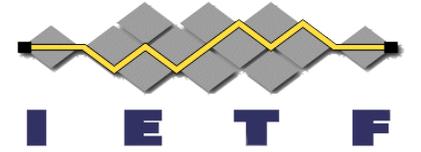




Venue Selection Objectives

- Advancing standards development
- Facilitating participation by active contributors
- Sharing the travel pain; balancing travel time and expense across the regions from where IETF participants are based.
- Encouraging new contributors
- **Generating funds to support IETF operations in support of standards development, including the Secretariat, IASA, and the RFC Editor.**
- Continental Rotation
 - IESG targets a rotation among North America, Europe, and Eastern Asia (“1-1-1”)
 - **IETF Chair can insert a meeting in another location, with community input (“1-1-1*”)**
- Changing the rotation:
 - Demonstrate participation from the region in question

Lodging

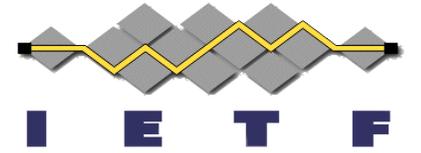


Mandatory

- Close to venue
- IETF hotel(s) house at least 1/3 of projected attendance
 - mtgvenue@ point suggests making it be $\frac{1}{2}$ to $\frac{2}{3}$ of attendees
- Lower budget lodging near venue
- Overflow hotels can be contracted near venue, catering to budget

Desirable

- Accessible to people with disabilities



Venue City ~~Criteria~~ Considerations

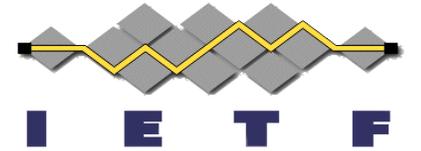
~~Mandatory~~ Important

- Acceptable travel costs
- Minimal barriers to entry
- Minimize economic, safety, and health risks
- Hosts? Sponsors?
- Review available travel information (such as <https://travel.state.gov/content/passports/en/country.html>) for issues that would be counter to our principles on inclusiveness etc. [Mandatory or important]

~~Desirable~~ Nice to have

- Prior successful meeting experience
- Possibility of a multi-event contract

Basic Venue Criteria



Mandatory

- Meeting space is adequate
- Venue and hotels can be put under contract
- Cost of rooms, meeting space, food, and beverage is affordable
- The economics of the venue allow the meeting to be net cash positive.

Desirable

- Ideally, under one roof
 - If not that, most participants could stay in primary IETF hotel(s)
- Accessible to people with disabilities