Regional Coordinators Meeting

2024-05-23

Notes compiled by: Adam Lewis, TAC Lead, KC7GDY
Notes reviewed by:
- Rosy Schechter, Executive Director, KJ7RYV
- Rebecca Key, Communications Manager, KO4KVG

Present

ARDC Staff, Contractors, & TAC Members
- Resy-Schechter, KJ7RYV
- Chris Smith, G1FEF
- Merideth Stroh, KK7BKJ
- Rebecca Key, KO4KVG
- Tim Pozar, KC6GNJ
- Adam Lewis, KC7GDY
- Rich Gopstein, KD2CQ
- Dave Gingrich, K9DC

Coordinators
- Boudewijn (Bob) Tenty VE3TOK
- Charles J. Hargrove N2NOV
- Jerry DeLong KD4YAL
- Toshiyuki (Tom) Mabuchi JF3LGC
- Ken Adlam KD6OAT
- Ronnie Montgomery W0RDM
- David Ranch KI6ZHD
- Bill Lewis KG6BAJ
- Bjorn Pehrson SA0BXI

Agenda:

Welcome, Housekeeping, intros
  Thanks, everyone for joining the meeting
Discussion: New Portal, Role of Regional Coordinators
  Get input from Coordinators
  Next Repeat meeting
  Record meeting
Next meeting time & date
Links:

- Meeting recording: [https://vimeo.com/949673707](https://vimeo.com/949673707)

Wrap up Discussion (action):

- Next meeting: TBD; new Poll to come.
- Chris to do a Portal Demo video
- Make List of all Coordinators
  - Which coordinator administers which /16 allocations
    - Find out if they are still active
- Need to create Policy & Documentation (below)

Documentation / Policy Needed:

- Create Portal Management Manual
- Answer Concerns from below discussion.
- Address Verification process
- Level of Trust Policy (LoT)
- What is the preferred DNS subdomain? e.g., Call sign; are other formats allowed?
- Described how to change the prefix to Open to allow requests.
- Define role of regional coordinators
- How do coordinators become a coordinator, how are they selected?
- How to onboard and define backup coordinators, especially when they have gone silent
- What is the process to move coordination management to a new person?
- Are allocations Regional or global?
  - Am I able to give allocations to other regions?
Items reviewed:

- Problems being solved with the new Portal
  - Need more than 1 person to administer the portal
    - Administrator accounts
    - Ticketing
  - Ensure the identity of people who are requesting and using addresses
  - DNS
    - Organize database and connect DNS to a user
    - Proposal: create a system that refers to call sign / easily connects DNS entry to the person who created it
      - e.g. www.qz9abc.ampr.org
      - Keep entries tidy, removing them as they become stale or no longer having an account.

- Coordinators note that they have challenges doing what they need to do
- Backlog of tickets
  - Volunteers
    - Confidentiality agreement for coordinators
- Need to develop SOP together for role and responsibilities of regional coordinators
- Draft Level of Trust Policy (LoT)
  - Never have we verified 44net users, are really active licensed ham
  - No visibility to sub-assignments from main subnet
  - Proposal: verify with least amount of info possible
    - Level 1 <= /25 Name first/last; callsign; email
    - Level 2 >= /24 Same as above + address verification

Collaboration Discussion:

- Need to define the process & policies that we want to use with the portal going forward.
- How would coordinators like to be involved with the new portal?
  - Regional allocations & Ticket support
- Would you like to see a regular meeting where we can work on SOP together
  - Yes, we will do another poll to determine good times.
- DNS
  - What type of DNS subdomain entries should be used?
    - Each coordinator had own way to do, this should be made standardized
    - Preferred syntax is to use callsign as subdomain.
    - Needs to be discussed further.
- How is verification of addresses being done on the new portal?
  - Have been verifying via upload images for ID
    - If uploaded, info is removed after approval.
    - Alternatively do zoom, visually verifying the person.
      - Show ID to confirm name/address matches what is in the portal.
      - Some users not comfortable with giving ID (on either Zoom or upload) but ok with utility bill

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- Postcard? (esp for folks who have privacy concerns about uploading an ID)
  - Not a bad Idea
  - Concerned about delays it would introduce
- Can we automate using global databases that are accessible I.E. QRZ
  - We can, but which database should be used.
    - There is differences between Countries
- Why do we validate users for BGP?
  - Portal get lots of bogus requests, looking to reduce number of non-valid requests
  - Note: Need to be able to get a hold of the user if there are any issues such as if a prefix is causing problems on the internet.
- What is the role of regional coordinators going forward?
  - Is It now a pool, or do I still have the ability to do regional allocations?
    - Still have regional coordination of /16's
    - Can still manage their allocation; coordinators need to change the prefix to OPEN to allow users to request.
  - Is BGP still a regional coordinator process?
    - Both, you can request from global range and regional pool ranges
  - Has my role become closed?
    - Coordinators not going away
    - Using shared administrator roles to help where coordinators are not responsive
      - Note: Tickets can now be answered by a pool of coordinators and reassigned if needed.
    - Need to determine what is needed to maintain coordinators.
    - Need to describe how to change the prefix to open to allow requests.
- Coordinator Concerns:
  - Need to assist users
  - Need clear delegation of authority
  - There was no input from coordinators before moved with new portal
- Am I able to give allocations to other regions?
  - You can open your allocation so users can request
  - Need to determine policy, currently, some coordinators have been denying If request is out of area, and directing to a different prefix
- Why are allocations defaulted to private?:
  - Was used to determine who is still active.
    - If coordinators activate to OPEN, will signify they are still active
    - There was no visibility to who coordinated what, now we can keep track
- Why not default to open?
  - Reason not setting allocation to Default to open was it wouldn’t be appropriate for all allocations.
  - New method also allows users to open their own allocations to others such as VPN for IP addresses.
- Once a coordinator sets the prefix to OPEN, what has changed from the old portal?
  - Ticket is now created to interact with users with more granularity.
  - We now have more of a paper trail of allocation in new portal
- How to toggle allocation on/off for public/open vs private?
  - There are help symbols “?” on each page with some descriptions.
  - Chris to make a portal demo video to describe processes.
• Can coordinators have input into the new policy?
  ○ We will get policy viewed/vetted by as many as possible.
  ○ Doing discussion via zoom will have more impact then email
  ○ To discuss in future coordinators meetings.
    ■ Want all voices to be heard.
    ■ Some would like final decisions for coordinators to be done by people instead of the board.
• What is the plan for IP coordination?
  ○ Need to determine who are folks involved and talk with TAC to define how we are going forward.
    ■ Having open conversation and transparency over zoom will help determine this going forward in determining what is going on.
  ○ Some Coordinators have used Portal as master with excel spreadsheet as backup.
    ■ New portal allows all info to be put in directly.
  ○ When is a policy going to be done, and what is that policy (TBD)
• Are IP allocations going to be regional / non-regional?
  ○ Current method is by region
  ○ Generic BGP is moving to specific Allocations and (additional prefixes added as they fill)
  ○ BGP is currently spread across the entire spectrum, looking to move to consolidated prefixes where possible.
    ■ Makes it easier to manage to move BGP into defined blocks.
  ○ What are limitations for what we can allocate based on region
    ■ What Block size?
      ■ If you have /16 you can allocate up to /17
      ■ Upper and lower limits can now be set in CIDR min/max
• I've tried to make allocation public, Why am I unable to make my allocation open?
  ○ There is a description field that also needs to be completed to change settings.
    ■ Descriptions from old portal is now moved to Notes(private)
      ■ Description is publicly viewable, Notes are Private to coordinator.
      ■ Need to clarify this Note vs Description, due to confusion.
    ■ What goes in description field of Allocation such as /16
      ■ This is a usage definition.
      ■ You can provide info on use cases.
      ■ No current set definition, left to coordinators to define
• How can a person request BGP from my coordinated allocation?
  ○ If your request comes from main page, it goes to Global request
  ○ If a user wants BGP from the regional allocation, they need to go directly to that region’s allocation.
• On prefix allocation, what is “use case” for?:
  ○ It defines the internal usage of Allocation range
    ■ A Range will not be able to used with IPIP without setting as “IPIP tunnel mesh”
    ■ Use case is: Set when subnet is allocated
• How did coordinators become coordinators, how were they selected?
  ○ They asked Brian Kantor, and volunteered.
  ○ For new coordinators, we need to make procedures to onboard others.
  ○ It might be helpful to assign backups
● If a user requests allocation from a range, and if they re-request from a different allocation, will it auto delete the old ticket.
  ○ No, the user needs to close the ticket on their own. Or Coordinator denies and closes ticket.
● Does current portal have the ability to allow multiple users manage one region
  ○ Yes possible, setup organization and add users to organization.

● Some concerns / questions that need further addressing:
  ○ Are BGP allocations going outside of regional subnets?
    ■ Should it be done regionally?
    ■ Some would like BGP regional allocations instead of Global
  ○ Don't like Prefix moving due to the difficulty of renumbering
  ○ What happens when an IP prefix is assigned to a user and they move to a different region?
    ■ Do we need to redo with a new prefix or can they keep it?
    ■ Some coordinators would like to have regional and have user re-request
  ○ What is the process to move management of an allocation to a new person?
    ■ Would like backup coordinators, especially when they have gone silent
      ● How do we select coordinators and backups; Who are the backups?