



**MINUTES OF THE WITSA BOARD OF DIRECTORS MEETING 2014/2016**

**9:00 (GMT + 10 HRS WASHINGTON TIME), Friday, March 10, 2016**

**Murdoch Room, Hotel Kurrajong, Canberra, Australia**

**Present:**

1. Santiago Gutierrez (CANIETI)	Chairman – <i>remote</i>	Mexico
2. Roger Latchman (ITA)	Deputy Chairman	South Africa
1. Eng. Tarek Monem Taha (EITESAL)	Treasurer –	Egypt
3. Dr. Silvia Bidart (CESSI)	Vice Chairman, Latin America – <i>remote</i>	Argentina
4. Tim Conway (AIIA)	Director	Australia
5. Sabur Khan (BCS)	Director	Bangladesh
6. Raul Colcher (ASSESPRO)	Director	Brazil
7. Yvonne Chiu (CISA)	Director	Chinese Taipei
8. Iris Palma (CasaTIC)	Director – <i>remote</i>	El Salvador
9. R. Chandrashekhar	Director	India
10. Woo Keon Park (FKII)	Director	Korea
11. Carlos Funes (CANIETI)	Director - <i>remote</i>	Mexico

**In Attendance**

1. Kee Wong (AIIA)		Australia
2. Rob Fitzpatrick (AIIA)		Australia
3. Suzanne Roche (AIIA)		Australia
4. Ivy Chang (CISA)		Chinese Taipei
5. Chien-Chung Yang – Victor (WCIT 2017)		Chinese Taipei
6. Mustafizur Rahman (Director Innovation A2i)		Bangladesh
7. Sami Ahmed (Component Team Leader, LICT Project ICT Division)		Bangladesh
8. Shivendra Singh (NASSCOM) - <i>remote</i>		India
9. Kuntala Karkun (NASSCOM) - <i>remote</i>		India
10. David Wong (PIKOM) - <i>remote</i>		Malaysia
11. Jen Rutherford (NZICT)		New Zealand
12. Maria Magdalena Contreras Calzada (CANIETI)		Mexico
13. Jerry Young (FKII)		Korea
13. Dr. Jim Poisant (WITSA)		United States
14. Anders Halvorsen (WITSA)		United States
15. Cathryn Rainey (WITSA)		United States

**Apologies**

1. Mr. Hamano (JISA)	Vice Chairman, Asia Pacific – <i>rep Junko</i>	Japan
2. Junko Kawauchi	Asia Pacific	Japan
3. Florence Seriki (ITAN)	Vice Chairman, Africa	Nigeria
4. John Kyle (Bermuda Business Chamber)	Vice Chairman, Caribbean	Bermuda

5. Yannis Sirros (SEPE)	Vice Chairman, Europe(EU)	Greece
6. Nizar Zakka (PCA)	Vice Chairman, MENA	Lebanon
7. Hayk Chobanyan (UITE)	Director –	Armenia
8. Omar Ansari (NICTAA)	Director	Afghanistan
9. Luis Stein (Gechs)	Director	Chile
10. Kazunori Hamano (JISA)	Vice Chairman	Japan
11. Waudu Siganga (CSK)	Director –	Kenya
12. Dr. Vasile Baltac (ATIC)	Director	Romania
13. Antonio Cimorra (AMETIC)	Director	Spain
14. Julian David (TechUK)	Director –	U.K.
15. Dr. Boris Komrakov (InfoPark)	Vice Chairman, Europe (Non-EU)–	Belarus

ITEMS	ACTION BY
<b>BLOCK 1: INTRODUCTIONS</b>	
<p><b>1. Chairman’s Remarks / Introduction</b></p> <p>Chairman Gutierrez welcomed everyone to the meeting and asked Tim Conway to introduce AIIA’s guests. (Remote Transmission) Mr. Conway proceeded first with, “Acknowledgement to Country”, which is a protocol in Australia thanking and acknowledging the traditional custodians of the land by the aboriginal people. Mr. Conway then introduced the new CEO of AIIA, Mr. Rob Fitzpatrick, Ms. Suzanne Roche, the General Manager of Policy. He acknowledged, AIIA’s Chairman, Mr. Kee Wong of AIIA would be joining the meeting when possible. Mr. Fitzpatrick followed with an additional, “Acknowledgement of Country” and warm welcome to WITSA’s BOD. He proceeded to thank WITSA for being apart of the Security and Privacy Summit and the importance of sharing the role as a global entity. Chairman Santiago then thanked Mr. Fitzpatrick and asked Mr. Sabur Khan to introduce our special guests from Bangladesh to the meeting. Mr. Khan introduced, Mr. Mustafizur Rahman, Director of Innovation, A2i Program with the Prime Minister Office. Chairman Santiago thanked our guests again and expressed his excitement and support of their efforts in Bangladesh.</p>	<b>Info Only</b>
<p><b>2. Roll Call</b></p> <p>Mr. Halvorsen conducted the roll call.</p>	<b>Info Only</b>
<p><b>3. Call to Order / Approval of Minutes</b></p> <p>Chairman Gutierrez called the meeting to order asked for a motion to approve the</p>	<b>Info Only</b>

<p>minutes from the December meeting in New Delhi, India. Mr. Raul Colcher made the motion to approve. The minutes were unanimously approved by the Board.</p>	
<p><b>4. Welcome Remarks from AIIA</b></p> <p>All welcome remarks from Mr. Conway and Mr. Fitzpatrick were made in the introduction time frame.</p>	<p><b>Info Only</b></p>
<p><b>5. Update on Nizar Zakka</b></p> <p>Chairman Gutierrez asked for Dr. Poisant to please give an update regarding Mr. Zakka’s imprisonment situation in Iran. Dr. Poisant stressed the importance of this situation and continued with his update which included the following points.</p> <ol style="list-style-type: none"> <li>i. Nizar was invited to speak in Iran at a conference where he was arrested by the Iranian Republican Guard for being an American spy in September of 2015 and imprisoned.</li> <li>ii. On February 5, 2016 Dr. Poisant met with Mr. Zakka’s Washington D.C. legal counsel, who was the Chief Counsel of the the Clinton Administration. It was agreed that the implication that the industry is watching may be the only way for Mr. Zakka is to be released. Mr. Zakka’s family asked for any assistance and help from WITSA that could be offered.</li> <li>iii. The result and recommendation of the meeting was for Chairman Santiago and Dr. Poisant to attempt setting up a meeting with the Iranian U.N. Representative in N.Y. Approach to resolve the issue together. The hope was to communicate that if they continued to hold Mr. Zakka, the IT industry as a whole would be deterred from doing further business in the region and thus freeing Mr. Zakka would create future IT opportunities in Iran.</li> <li>iv. Dr. Poisant then asked the Board for approval to continue to act for Mr. Zakka’s release. Dr. Poisant stated that the letter has been drafted in a tone to resolve this situation in nonthreatening terms.</li> <li>v. Chairman Santiago opened the floor for questions and comments. Mr. Conway stated that we should continue to support Mr. Zakka. Mr. Tarek Taha asked if there were a status of charges. Dr. Poisant stated that there were no updates on charges. Mr. Taha inquired about due process in Iran. Dr. Poisant stated that there is no such thing in Iran’s legal system.</li> <li>vi. Chairman Santiago stated that dealing with this situation may increase risk to WITSA and its members and to please keep that in mind when</li> </ol>	<p><b>Info Only</b></p>

<p>voting on our level of involvement. He offered the Board two options – 1. Vote now or 2. Vote electronically at a later time.</p> <p><b>vii.</b> The final decision by the Board was to vote then and to commit its involvement with helping Mr. Zakka. It was voted by the majority to move ahead and implement the next steps.</p>	
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<b>ITEMS</b>	<b>ACTION BY</b>
<p><b>6. Treasurer’s Report</b></p> <p>Chairman Gutierrez turned the meeting over to Treasurer Eng. Tarek Taha.</p> <p>Mr. Taha stated that the Comparative Income statement is posted on-line. (Reports are posted at: <a href="http://witsa.org/financials/">http://witsa.org/financials/</a>) for all members to review and that the budget had been approved at the previous meeting. He stated that January income numbers normally are lower due to unpaid membership dues. He reported that WITSA was within budget and that there were no expenses out of budget for the month.</p> <p>Next, Mr. Taha reviewed the Summary Balance Sheet and there were no questions from the Board.</p> <p>He then reviewed the Accounts Receivable Listings and asked for additional support for the Regional VC’s to help offer assistance within the region for unpaid membership dues. It was asked that they report back with a report prior to the next meeting.</p> <p>Chairman Gutierrez asked if there were any question regarding Mr. Taha’s Treasurers report. There were no questions posed by the Board or guests.</p>	<p><b>Info Only</b></p> <p><b>Info Only</b></p> <p><b>Info Only</b></p> <p><b>Info Only</b></p>
<p><b>7. Quarterly Report</b></p> <p>Chairman Gutierrez then asked for Dr. Poisant to continue with the quarterly report.</p> <p>Dr. Poisant reported on the Status of WCIT Licensing Fees. He stated that both</p>	<p><b>Info Only</b></p>

<p>Brazil and Taiwan have paid in full. He informed the Board that India would be signing the contract for 2018 by the end of the month (March) and they would pay 250K each year for the next 3 years. He also mentioned that Armenia had paid 100K while Malaysia was on track as planned to have contract signed in June 2016 and payments would follow per agreed upon schedule.</p>	
<p><b>BLOCK 2: BOD DECISIONS</b></p>	
<p><b>8.</b></p> <p><b>1) WCIT 2021 Bangladesh Presentation</b></p> <p>Chairman Gutierrez asked Mr. Sabur Khan to present the BCS proposal to host WCIT 2021 in Dhaka. Please see Power Point presentation at <a href="http://witsa.org/witsa-wp-site/Canberra2016/">http://witsa.org/witsa-wp-site/Canberra2016/</a>. Mr. Khan thanked everyone for the opportunity, support, and made a detailed presentation with input from Mr. Rahman. Dr. Poisant informed Mr. Khan that there was a 20-minute time limit and then he and the Bangladesh guest would be asked to leave for voting purposes.</p> <p>Following the presentation, Chairman Santiago opened the floor to questions. Dr. Poisant stated that the presentation was very well done and that he only saw minor changes needing to be made to the budget that could be easily addressed. Mr. Conway asked if the Bangladeshi Government would financially underwrite the WCIT fee. Mr. Rahman answered that they would have full government support. Mr. Roger Latchman stated how impressed he was with the amount of Government support they had and how he envisioned the Bangladesh WCIT to be a great success if they were awarded 2021.</p> <p>Upon Mr. Khan and Mr. Rahman leaving the room, Dr. Poisant asked Chairman Gutierrez for his input. Chairman Gutierrez stated that Bangladesh has a very powerful man in Government (Chief Advisor) that will help Bangladesh achieve great success with this event with a high enthusiasm for the ICT industry. He also stated that the BPO industry is worth 300 million with exports being worth 50 million. He sees very prosperous growth and development, however the myriad of problems, they should succeed. WITSA can offer help with diversity in the ICT sector in the economy. Chairman fully supports awarding Bangladesh winning the 2021 WCIT bid.</p> <p>Dr. Poisant conducted a vote and it was unanimously voted to be approved that Bangladesh will hold the WCIT 2021.</p> <p>The Bangladesh team was invited back in the room and Chairman Santiago</p>	<p><b>Info Only</b></p> <p><b>Info Only</b></p> <p><b>Info Only</b></p> <p><b>Info Only</b></p>

made the announcement that they won the right to hold WCIT 2021.

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## **2) Director Change Request**

The Board was asked to replace Mr. Luis Stein of ChileTec with Mr. Francisco Mardones of ChileTec as Director for the remainder of the 2014/2016 term.

Dr. Bidart gave a brief summary on Mr. Mardones background and gave her support and endorsement of/for him.

Chairman Gutiérrez asked if anyone was against the Director Change. No objections were made by the Board and Mr. Mardones was voted in as Director by unanimous votes.

## **3) Associate Membership Application Approval**

Dr. Poisant explained to the Board that while we only have one member per country with voting rights, we allowed other associations within a Country to join as an “Associate Member”. WITSA received an Associate membership request from an Armenian Association - Union of Employers of Information and Communication Technologies (UE ICT), which was endorsed and supported by both the regional VC and our existing voting member, UITE.

Dr. Poisant asked if anyone had any objections. No objections were made and (UE ICT) was voted in unanimously.

## **4) Write off of ITAC debt**

Chairman Gutiérrez gave a brief summary for those who were not familiar with the ITAC debt situation. Canada informed WITSA that the WCIT organization went bankrupt and they would not be able to pay the balance of the money they owed WITSA. Dr. Poisant and Chairman Gutiérrez met with ITAC top leaders to find a solution for 3.5 years, however no financial solution was ever reached. It was agreed that a member company of ITAC (SoftChoice) would join as an Advisory Council member for 4 years at \$15,000/year. Since that agreement was made, 2 payments have been paid in full equaling \$30,000.00. Another agreement that was reached during this period was an education initiative that would provide laptops to schools in Canada and outside of Canada through the facilitation of WITSA. That program never took off due to internal government politics. WITSA also pursued a last resort by looking into its litigious rights. Unfortunately, there were no positive legal options available. Chairman Gutiérrez stated in New Delhi that it was time to stop trying to recover funds. Chairman Gutiérrez and Dr. Poisant spoke with the CEO of ITAC again, to no avail. The CEO will be removed and replaced and they would like to have a “fresh” start with WITSA again.

Chairman Gutiérrez asked what it would take to regain ITAC as an active

<p>member again, if WITSA was willing to send a letter stating that we forgive all WCIT and membership debts, they would be able to pay the membership dues and rejoin strengthening WITSA. The fee for Canada of \$5,000.00 would be collected in the second half of 2016.</p> <p>Chairman Gutiérrez laid out 4 options for the Board to discuss and vote on:</p> <ul style="list-style-type: none"> <li>i) Write off WCIT debt and back member dues.</li> <li>ii) Write off WCIT debt, but insist on back membership dues.</li> <li>iii) Not write off WCIT debt, or past membership dues.</li> <li>iv) Add membership dues to money already paid into the WCIT debt and forgive past membership dues without breaking the principle.</li> </ul> <p>Option (iv) was passed by the majority to write-off WCIT ITAC debt and forgive their past dues using money already collected towards the debt.</p> <p><b>5) Vice Chairman MENA region</b></p> <p>Chairman Gutiérrez recommended that Mr. Tarek Taha fill in on an interim basis for the MENA region Vice-Chair due to Nizar’s circumstances.</p> <p>Chairman Gutiérrez asked if there were any objections. No objections were made and Mr. Taha was voted in as the new interim VC for the MENA region.</p>	
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ITEMS	ACTION BY
<b>BLOCK 3 DISCUSSION</b>	
<p><b>9.</b></p> <p><b>1) Status on WCIT 2016 Brasilia</b></p> <p>Mr. Raul Colcher gave a status report on the WCIT 2016. He reported that they had begun registration and he felt that the program was looking very good. He stated that space was quickly filling up and to kindly book provisional space now if needed due to exhibition space being 1/3 full already. He was happy to report that both government and industry sponsorship is strong and WCIT is on track for great success.</p> <p><b>2) Status and Milestones WCIT 2017 – 2020</b></p> <p>Mr. Chien-Chung Yang – (Victor) and Ms. Yvonne Chiu gave a status report on Taiwan’s WCIT 2017 progress (PowerPoint presentation). Please see <a href="http://witsa.org/witsa-wp-site/Canberra2016/">http://witsa.org/witsa-wp-site/Canberra2016/</a>. They reported that they have great support from Government and are pleased that to host WCIT in Asia again. Dr.</p>	<p><b>Raul Colcher</b></p> <p><b>Info Only</b></p>

<p>Poisant added that he would like 50% of speakers to be confirmed by October to begin with marketing and announcements.</p>	
<p>Mr. R. Chandrashekhar followed with a report an update on the progress of WCIT 2018. He reported, they too were also on track for great success. Their selected convention center was large and they are anticipating a very large turnout. He also reported that they planned to have a delegation board from NASSCOM and Government.</p>	<p><b>Info Only</b></p>
<p>Dr. Poisant continued with milestones and status updates on WCIT 2019 in Armenia and 2020 in Malaysia.</p>	<p><b>Info Only</b></p>
<p><b>WCIT 2019</b></p> <ul style="list-style-type: none"> <li>• Determine WCIT 2016 participation NLT June 30, 2016</li> <li>• Establish Sponsorship Package</li> <li>• Begin to identify potential speakers w/ WITSA</li> <li>• Confirm venue</li> </ul>	
<p><b>WCIT 2020</b></p> <ul style="list-style-type: none"> <li>• NLT June 30, 2016 Sign Hosting Agreement</li> <li>• Determine Licensing fee payment schedule</li> <li>• Determine WCIT 2016 participation NLT June 30, 2016</li> <li>• Establish Sponsorship Package</li> <li>• Begin to identify potential speakers w/ WITSA</li> <li>• Confirm venue</li> </ul>	<p><b>Info Only</b></p>
<p>***Mr. Kee Wong joined the meeting and was introduced to the Board. He remarked on the wonderful interaction between AIIA Board and WITSA's Board.</p>	<p><b>Info Only</b></p>
<p><b>3) Membership Recruitment</b></p> <p>Dr. Poisant discussed that WISTA is planning on a major recruitment effort. All VC's had been emailed and provided a list of potential new members in their region and were asked to please reach out to potential members and support WITSA's efforts. He mentioned that he would like to add a recruitment report from all VC's at future meetings.</p>	
<p><b>4) Association Corner</b></p> <p>Dr. Poisant talked about the launching of our new membership tool called Association Corner. The tool is intended to support established associations run more efficiently, as well as offering newly established associations helpful information in establishing, developing and operating successfully. It will offer subject matter to include: Administrations/Operations, Financials, Lessons</p>	



Learned, Membership Services, Challenges, and other helpful Association management insights. He asked for everyone's participation in the initiative to reach its greatest value and potential.

#### **5) B2B Portal**

Dr. Poisant reported on a B2B project being created by Mr. Sabur Khan and his team. The B2B Portal will be offered complimentary to all members in good standing. It will provide a platform on a worldwide basis in hopes of successful networking with potential sources of revenue for WITSA's members. Mr. Khan reported that each company will have their own password. This will enable the ICT community additional resources between countries and associations. Dr. Poisant stressed that it is critical to have support from all members to create optimal success.

#### **6) Business Accreditation Program**

Dr. Poisant explained that this program would offer a business accreditation seal of approval that a company is providing the highest standards of management and ethics to their clients. WITSA would ask applicants to fill out a form and require that they provide a group of their customers to WITSA.

WITSA would then go out and survey that group for feedback on the company's performance. If WITSA collects positive feedback, WITSA would issue a seal of business accreditation (similar to the Better Business Bureau in the United States). The seal could be used globally to increase business potential. WITSA would offer this seal for a very minimal fee (TBD).

Dr. Poisant asked for feedback. Mr. Conway had concerns that it would not work in Australia due to the lack of judicial review being offered. If this is not in place and the business does not operate with good practices, it reflects poorly on WITSA. Mr. Conway also had concerns about the amount of administration involved with this project.

Mr. Latchman would like to ensure that we review all implications on such endorsements prior to following through with this project.

Mr. Taha and Mr. R. Chandrashekhar agreed that the idea is fundamentally good and would be a great asset in advertisement on a global scale.

Mr. Colcher also agreed the idea is good, however he suggested due to the magnitude of scale, it may be more beneficial to outsource the project to those who have a better understanding of implementation.

Overall, feedback was quite positive though much more research needed to be done.

### **7) Secretary General KPI**

At the last meeting, the Board requested that an evaluation be put in place for renewing WITSA's SG's employment contract. Chairman Gutiérrez described this as a high level proposal for performance for the SG's position. All criteria are detailed in terms of WITSA's needs as to WITSA participation in the global economy. Chairman Gutiérrez stressed that membership retention and expansion is a shared effort by the SG and the regional VC's. This will be circulated to all BOD members for any added suggestions. All aspects of the SG's KPI that were discussed were as follow: Budget Performance, Membership, Policy Actions, World Congress Planning, and Non Policy Programs. These will be particularly important in 2017 with a contract renewal process.

Dr. Poisant asked if all members agreed and no additional comments or suggestions were made.

### **8) Summary of 2016 Membership Survey**

Dr. Poisant began with how important the membership survey is and how a large amount of respondents prioritized public policy at the top of their lists. Dr. Poisant then turned the synopsis of the survey over to Mr. Halvorsen for further clarification.

Mr. Halvorsen reported the following policy priorities were most important to our members: Digital Transformation, Economy and Business, Security Privacy and Data Protection, and Skills Environment and Trade. He also reported that there was strong support for 2016 WCIT and WITSA received very positive feedback on WITSA's transparency governance. It was suggested that WITSA improve its communications with its members. Mr. Halvorsen was also pleased to report that WITSA received and will follow up on interest in WITSA's Advisory Council.

### **9) Update on Program Committee**

Dr. Poisant turned the floor over to Mr. Conway to talk about the Program Committee. Mr. Conway explained the committee's mission was to report on the risk and progress around WCIT events. He explained that Committee leadership is made up of: Deputy Chairman, VC's, SG, 2 future hosts, association reps and executive staff. The Committee will report on continuity including: (Past and Present, Program, and Financial Sponsorships).

### **10) WITSA/ ASOCIO MOU**

Dr. Poisant reported to the Board that WITSA signed a new ASOCIO MOU on February 25, 2016. Mr. Latchman suggested that more MOU's be signed to better position WITSA globally. Tarek agreed that more value is added with

these contracts and Dr. Poisant added that we would need additional help from VC's to make the agreements successful.

Dr. Poisant sought permission from the Board to move ahead to instruct and inform different regions to increase our MOU agreements.

Chairman Gutiérrez asked that we make sure that the addition of MOU's be reviewed to ensure quality and reputation over quantity. If not, this could reflect poorly on WITSA rather than enhance our member community.

## 10. Standing Committee Update/Executive Committee Updates

### 1) Global Policy Action Committee

Mr. Chandrashekar provided a summary of the GPAC meeting which took place the previous day. The GPAC recommended Board approval of three policy statements, which had been thoroughly vetted by members as well as the Advisory Council: *Women in IT, International Trade and Internet Governance*. The latter's approval was subject to an addition of an "anti-fragmentation principle" which advocates the need to address the underlying causes of fragmentation tendencies across the world. This would be worked out between staff and Internet Governance Working Group Chairman Tim Conway. All three papers were unanimously approved by the Board as recommended by GPAC.

Two other draft papers were still under discussion and would be finalized as soon as possible and presented to the Board: *Cyber Security and Cross-border Data Flows*.

Chairman Gutierrez congratulated the GPAC on the finalization of the three papers and for a substantive and fulfilling committee meeting. Gutierrez emphasized that the next phase, policy outreach, was very important. The papers would be distributed to members as well as stakeholders. Gutierrez urged all members to give the papers maximum exposure in their respective countries in order to help strengthen WITSA's position as the global voice of the ICT industry.

Based on GPAC recommendations, the BOD approved the following additional three policy papers to be drafted in 2016:

- Digital Transformation of economy and society (IoT, autonomous devices, M2M, etc.)
- Skills shortage, ICT Workforce Challenges and re-qualifications;
- Digital Inclusion/Access (WITSA to look at the demand side of access)

(“Marketization”) This paper will identify high level policy principles addressing gaps and barriers to meaningfully connect the unconnected.

Members will soon receive invitations to participate in new working groups tasked with drafting these papers.

The Board also asked Mr. Rahul Colcher to work with his government counterpart in Brazil in order to set up a Ministerial Roundtable to discuss “agile government” at the 2016 World Congress on IT in Brasilia.

Finally, the Board approved a proposal by Mr. Colcher to recognize graduate papers on policy topics identified by WITSA. A working group was established, to be chaired by Mr. Colcher, and was tasked with developing a specific proposal for the Board’s consideration. The following Directors volunteered to participate in this working group: Raul Colcher, Tim Conway, Santiago Gutierrez, Tarek Monem, Makoto Yokozawa, Roger Latchman, Dr. Poisant.

**\*\*\*\*Lunch Break\*\*\*\***

**2) Finance Committee Update**

Dr. Poisant discussed the Finance Committee update. He stated that a new investment strategy needed to be determined and approved by the committee. With the increase of WCIT’s, WITSA’s revenues will be steadily increasing thus the need to identify other investment possibilities. He stated that we must keep in mind that WITSA carries a no risk investment policy that must be used in seeking new potential arenas for investment.

The future format for Finance committee meetings was discussed and determined at the committee meeting on March 10<sup>th</sup>. The future format for committee agenda will be: Balance Sheets, Risks & Opportunities, Profit and Loss, Projected Cash Flow, Exceptions.

Each year the Budget is to be approved in the 3<sup>rd</sup> quarter for the upcoming year.

**3) Global Trade Committee**

Dr. Poisant asked Mr. Sabur Khan to report on the Global Trade Committee meeting. Mr. Khan asked to show the B2B Portal on the screen to demonstrate how it will work. It was demonstrated that just by clicking on a map. The Portal appeared to be highly accessible and intuitive. Mr. Khan requested that the program be free. Dr. Poisant and Chairman Gutiérrez commended Mr. Khan and his team on their hard work and outcome on the B2B Portal.

<p>During the Committee meeting, Mr. Khan also purposed launching a new start-up focused trade mission program. At his request, it will be shared and considered by the Board at a later date.</p> <p>***Mr. Khan requested that the Bangladesh visitors leave for the airport. The Board thanked them for their participation and congratulated them on winning the 2021 WCIT.</p> <p><b>4) Program Committee</b> Mr. Conway discussed the Program Committee in Block 3 (see #9)</p> <p><b>5) WITSA ICT Excellence Awards and Eminent Persons Award</b> Mr. Halvorsen informed the Board that the EPA awards were given to Dr. O’Sullivan and Dr. Percival at the AIIA Summit GALA on March 8, 2016. WITSA were very honored to have them receive the awards in person at the GALA. Dr. Poisant spoke with both award winners about the possibility of participating as speakers at the 2016 Brasilia WCIT, as well as future WCIT’s to be held. Mr. Conway also thanked the WITSA board for giving the awards to two highly regarded Australian researchers.</p>	
<p><b>BLOCK 4: Follow Up Items from Previous Meetings and Summary of This Meeting</b></p>	
<p><b>1) ITAC Debt Follow UP</b> Chairman Gutiérrez stated that this issue has already been discussed so we can proceed to the next matter.</p> <p><b>2) Secretary General’s KPI 2016</b> Chairman Gutiérrez stated that this issue has already been discussed so we can proceed to the next matter.</p> <p><b>3) Feedback on Secretary General’s Monthly Progress reports</b> Chairman Gutiérrez asked the Board if they had any feedback on this matter and there was no response.</p> <p><b>4) Succession Plan for SG</b> Chairman Gutiérrez encouraged BOD to read the slide. Mr. Conway responded with a question regarding the date listed as the 4<sup>th</sup> quarter of 2017. He was under the impression it would be for 2016. Chairman Gutiérrez responded to Mr. Conway’s question – there will be a performance appraisal for 2016 and then later in 2017 there will be another appraisal for the following 2-year term period. 2017 needs to be made in January for 2016 and then in September, we should have pulse check based on the January 2017 performance appraisal. This way, the Board is in a position to offer Dr. Poisant an additional 2 years. We need to</p>	<p style="text-align: center;"><b>Info Only</b></p> <p style="text-align: center;"><b>Info Only</b></p> <p style="text-align: center;"><b>Info Only</b></p>

<p>rework the time frame for this based on what the slide shows.</p> <p>Chairman Gutiérrez has some concern about members talking about the Succession plan in such detail due to lack of involvement at all times. As things stand at this point, these time frames need to be upheld due to Dr. Poisant's contract being renewed or terminated, however would like the option to change this in the future.</p> <p>Mr. Taha's input was that all the considerations look good and seem appropriate. Ms. Chiu addressed her disapproval regarding the SG's succession plan. She feels that Dr. Poisant's experience speaks for itself and we should not bother with such reviews.</p> <p>Dr. Poisant expressed that the type of treatment after all he has accomplished for WITSA is not at all, appropriate. Putting him through the threats and deadlines are very offensive to him and have personally offended him. Chairman Santiago agreed with Dr. Poisant and feels reconsideration should be taken on this issue.</p> <p><b>Next WITSA Chairperson</b></p> <p>Chairman Gutierrez hopes that prior to stepping down as Chairman, to give a final recommendation on his behalf for the Chairman's predecessor, who he hopes would be considered.</p>	
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ITEMS	ACTION BY
<p><b>5) Action Items and Agreements from Current Meeting</b></p> <p>- All items below are to be followed up on:</p> <p>i) 3 New Policy papers:</p> <ul style="list-style-type: none"> <li>-Skills, digital transformation</li> <li>-Digital transformation</li> <li>-Agile Government Round Table Initiative (Raul to follow up with Brazilian government)</li> </ul> <p>ii) Nizar – Dr. Poisant and Santiago to request meeting with Iranian Ambassador to the UN</p> <p>iii) Requested Action and Support from VC's with Membership Recruitment Associate Member MOU's</p> <ul style="list-style-type: none"> <li>- Would like to increase this without creating risks to WITSA</li> </ul> <p>iv) Brazil WCIT 2016 – Raul asks for confirmations with exhibition space</p>	<p><b>Info Only</b></p> <p><b>Info Only</b></p> <p><b>Info Only</b></p>

ASAP

- v) Association Corner – need support from all members
- vi) WITSA Seal of Approval  
 Dr. Poisant requested all feed back from BOD  
 All agree we need to review implications prior to implementing due to legal ramifications
- vii) B2B Portal – needs small amount of adjustments before launching
- viii) SG KPI's – will circulate to the board; requesting any additional input and details
- ix) ITAC – Dr. Poisant and Santiago to request another conference call with ITAC regarding membership renewal and to go over the BOD decisions that were made about debt.
- x) Write off ITAC Debt

**6) Open Discussion (General Items)**

Mr. Taha requested that the \$5,000.00 Nizar offered to contribute in 2012 to the Gala Event be written off. Dr. Poisant also agreed with Mr. Taha's request to have this written off. The Board was asked if anyone had objections to the 5k being written off.

- No objections were made by the Board and the 5k will be deleted off of the internal books.
- Mr. Taha suggested that we reword reports to state that it will be taken off of the internal book, not written off due to the true definition of the situation.

The next open discussion was regarding the \$17,500 that was incurred by Nizar acting on behalf of IJMA3. This issue was presented to the Executive Committee to resolve. Mr. Latchman (Committee Chair) informed the Board that the Committee was unable to reach a decision on the matter. Chairman Gutiérrez recommended that this amount not be written off due to the amount of favorable evidence supporting WITSA to recover the money. When and if Nizar returns, it should be recouped and until then, it should remain on the balance sheet. All evidence is fully documented and it is not a burden on the balance sheet. Roger suggested that we speak to the individual acting on behalf of Nizar during his absence (Mr. Salam Al Waeli, iJMA3 Director of Programs). The Board did not agree with this and thought it would be in the best interest to wait for Nizar's release. Dr. Poisant respectfully suggested that Mr. Latchman reopen and review the documents given to him regarding this matter. It was suggested that the money was promised and very well documented. Mr. Latchman response was that the Board should be alerted and Nizar challenged the debt.

<p>Chairman Gutiérrez again proposed to the Board that this matter be kept on the books until Nizar’s return. The Board took a vote.</p> <ul style="list-style-type: none"> <li>- The Board agreed to keep the \$17,500 on the balance sheet</li> </ul> <p>Next in open discussion topic was Ms. Yvonne Chui announce her strong interest in running for WITSA Chairman for the term of 2016-2018. She felt her professional and personal qualifications illustrate her abilities to achieve success in this role. Taiwan has made been a long supporter of WITSA and she would be fully dedicated if honored with this role. Chairman Gutiérrez was pleased she came forward and appreciated her transparency and openness in this matter. With being only seven (7) months away from elections, Gutiérrez felt the this was a good time frame to learn more about the position so that she would be ready to take action. Chairman Gutiérrez gave his support to Yvonne. Dr. Poisant also added that we will be excepting nominations for all positions within the next few months and will be presented to the Nominating Committee for process and decision. He also added that the current Chairman will stay in the position until after the 2016 WCIT is complete. He proposed that new members be put in place on the Nominating Committee. Mr. Halvorsen opened the floor to volunteers to be Board approved at current meeting. Mr. Taha opened the floor for discussion.</p> <p>Mr. Tarek Taha, Chairman Gutiérrez, Mr. Sabur Khan, Mr. Tim Conway and Mr. Carlos Funes (in the event that Vilma does not return) were nominated and voted in.</p> <p>Lastly in open discussion, Mr. Khan recommended and requested that in future Awards Ceremonies, the BOD be brought up on stage for presentation and photos. Dr. Poisant agreed.</p>	
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<b>BLOCK 5: Meeting Calendar &amp; Adjournment</b>	<b>ACTION BY</b>
<p>Overview of WITSA BOD Meeting schedule (5 min.)</p> <ul style="list-style-type: none"> <li>• Fall 2016 meeting: October 1-2, 2016 in Brasilia, Brazil in conjunction with WCIT 2016</li> <li>• Spring 2017 meeting: March 2017 in Nepal</li> </ul>	<p><b>Info Only</b></p>



<ul style="list-style-type: none"> <li>• Fall 2016 meeting: September 2017 in Taipei, Taiwan in conjunction with WCIT 2017</li> <li>• Spring 2018 meeting: February 2018 in Hyderabad, India, in conjunction with WCIT 2018</li> </ul> <p>Chairman Gutiérrez requested that we leave the door open to the possibility of an over-the-phone additionally BOD meeting with an early June time frame. He will use the opportunity only if required. He wished for all BOD members be present in Brazil for the BOD meeting, as he Chairs his last meeting.</p>	

The meeting adjourned at 16:30 with a note of thanks from Chairman Gutierrez.

**SIGNED BY CHAIRMAN AS A CORRECT RECORD  
OF WITSA BOARD OF DIRECTOR’S MEETING**

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**Santiago Gutierrez, Chairman, 2014/2016**