Proposed Changes to TF-CSIRT Voting and Terms of Reference

The following general principles are proposed in order to make the TF-CSIRT voting process easier to manage and suitable for an online-only environment. These principles will be shared with the TF-CSIRT community for comment ahead of the May 2021 meeting. Based on the responses changes to these principles will be made and presented to the Steering Committee for acceptance. The TF-CSIRT Secretary will then interpret into the Terms of Reference and circulate a marked-up copy for voting by the community.

Voting location:

- Propose to move to online voting for all votes – both election and general voting.
- Voting for elections will happen immediately before the Autumn TF-CSIRT meeting and the outcome announced at the event.
- General voting will happen immediately after any given meeting with the vote explained and discussed at the meeting.

Voting Process:

- All votes will have non-voting trustees from the community appointed to ensure the process is fair and equitable.
- Nominations for Steering Committee (SC) members will need to be received a week before the voting opens (currently last-minute nominations are allowed).
- For SC elections, voting Members will have the same number of votes as open seats and these will be marked on the same ballot paper.
- SC members will be elected by a simple majority of the combined votes. The member with the fewest votes will receive the shortest term if applicable.
- Voting for the position of chair will still be managed as a separate vote.
- Any voting tie will still be resolved by drawing lots for elections. A robust process for ensuring that lot drawing is both fair and overseen by trustees will be required.

Voting period:

- Voting for SC members will have a voting period of two weeks immediately preceding the Autumn TF-CSIRT meeting. This voting period should NOT be extended under any circumstances. Votes will happen before the meeting to allow new SC members to participate in the SC adjacent to the TF-CSIRT meeting.
- General voting will have a voting period of at least one week. These votes MAY be extended to ensure sufficient participation.

Quorum:

- Quorum should be raised to 50% of eligible voters given the greater opportunity to vote.

Vote ballots and proxies:

- TF-CSIRT allocates a vote per team not per team member so it is important to identify who the voting party will be.
- Proxies outside the team will no longer be allowed as all teams have an equal opportunity to vote.
- Proxies within a team (i.e. asking another team member than the primary representative to vote) will be facilitated.

Supporting requirements:

- TF-CSIRT will introduce a simple "hustings" event for those running for election and ensure biography information is published on the TF-CSIRT website.
- TF-CSIRT will ensure there is a full online explanation and appropriate documentation for decisions being made via general voting.
- The online voting tool will support multiple votes per ballot.
- A process for allowing teams to allocate and change the individual voting at any given time will be established (to account for holidays, unavailability etc).