



VIRGINIA FREEDOM OF INFORMATION ADVISORY COUNCIL
COMMONWEALTH OF VIRGINIA

**ELECTRONIC MEETINGS
PUBLIC COMMENT FORM**

WE NEED YOUR HELP--Please give us your feedback regarding how meetings using electronic communications technology compare to traditional meetings where everyone is present in the same room at the same time.

1. Name of the public body holding the meeting: Advisory Committee on International Trade of the Board of Directors of the Virginia Economic Development Partnership Authority

2. Date of the meeting: Tuesday, February 2, 2021

3. What are your overall thoughts or comments about this meeting?

Good meeting with no technical issues

4. Where did you attend this meeting: electronically, from a remote location

5. Technology used for the meeting: Microsoft Teams, with video and audio enabled for all users

6. Were you able to hear everyone who spoke at the meeting (members of the public body and members of the public)?

Poor 1 2 3 4 5 Excellent

COMMENT _____

7. How easy was it for you to obtain agenda materials for this meeting?

Easy 1 2 3 4 5 Difficult

COMMENT _____

8. Could you hear/understand what the speakers said or did static, interruption, or any other technological problems interfere?

Easy 1 2 3 4 5 Difficult

COMMENT _____

9. If the meeting used audio/visual technology, were you able to see all of the people who spoke?

Poorly 1 2 3 4 5 Clearly

COMMENT _____

10. If there were any presentations (PowerPoint, etc.), were you able to hear and see them?

Poorly 1 2 3 4 5 Clearly
5

COMMENT _____

11. Were the members as attentive and did they participate as much as you would have expected?

Less 1 2 3 4 5 More
5

COMMENT _____

12. Were there differences you noticed in how the members interacted?

With the other members present:
Very Different 1 2 3 4 5 No Difference
5

With members participating from other locations:
Very Different 1 2 3 4 5 No Difference
5

With the public:
Very Different 1 2 3 4 5 No Difference
5

COMMENT _____

13. Did you feel the technology was a help or a hindrance?

Hindered 1 2 3 4 5 Helped
5

COMMENT _____

14. How would you rate the overall quality of this meeting?

Poor 1 2 3 4 5 Excellent
5

COMMENT _____

THANK YOU. Please send your completed form by mail, facsimile or electronic mail to the FOIA Council using the following contact information:

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