

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: _____ South Fork Rivanna River Meeting

2. Date of the meeting: _____ November 18, 2020

3. What are your overall thoughts or comments about this meeting? ____ Very effective presentation and discussion. _____

4. Where did you attend this meeting -- main meeting location OR from a remote location? (circle one)

5. Technology used for the meeting (audio only or audio/visual, devices and/or software used--please be as specific as possible--for example, speakerphone, iPad, Skype, WebEx, Telepresence, etc.):
_____ Audio Visual on HP Chromebook

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

Poor				Excellent
1	2	3	4	5

COMMENT _____

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

Easy				Difficult
1	2	3	4	5

COMMENT _____

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

Easy				Difficult
1	2	3	4	5

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 _____ **Did not choose to do so**

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

Poorly
1 2 3 4 5

Clearly

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

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

With members participating from other locations:

Very Different
1 2 3 4 5

No Difference

With the public:

Very Different
1 2 3 4 5

No Difference

COMMENT _____ **Did not attempt to identify specific members. Focused only on what they had to say.**

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

Hindered
1 2 3 4 5

Helped

COMMENT _____

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

Poor
1 2 3 4 5

Excellent

COMMENT _____

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

Virginia Freedom of Information Advisory Council
General Assembly Building, Second Floor
201 North 9th Street, Richmond, Virginia 23219

foiacouncil@dls.virginia.gov/Fax: 804-371-8705/Tele: 866-448-4100