

## 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 Stream Health Study Kick Off Meeting \_\_\_\_\_

**2. Date of the meeting:** \_\_\_\_\_on November 18, 2020 \_\_\_\_\_

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

\_\_\_\_\_  
Very informative, well-organized, clearly presented  
\_\_\_\_\_  
\_\_\_\_\_

**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.):** It appeared to be a Power Point presentation

**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\_\_\_\_I did not seek nor did I get a specific agenda. I responded to a letter received by mail  
\_\_\_\_\_

**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\_\_\_\_\_I could hear well.

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

Poorly                      Clearly  
1 2 3 4 5√

COMMENT\_\_\_\_\_

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

Poorly                      Clearly  
1 2 3 4 5√

COMMENT\_\_\_\_\_

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

Less                      More  
1 2 3 4 5

COMMENT\_\_\_\_\_As far as I could tell, we could not see other participants.

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

**With the other members present:**

Very Different              No Difference  
1 2 3 4 5

**With members participating from other locations:**

Very Different              No Difference  
1 2 3 4 5

**With the public:**

Very Different              No Difference  
1 2 3 4 5

COMMENT\_\_\_\_\_

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

Hindered                      Helped  
1 2 3 4 5√

COMMENT\_\_\_\_\_

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

Poor                      Excellent  
1 2 3 4 5√

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