



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: State Executive Council

2. Date of the meeting: 6/11/2020

3. What are your overall thoughts or comments about this meeting?  
Went well - was able to follow agenda w/only one issue

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.):

disc to computer for visual and speakerphone on  
disc phone for audio.

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

Poor 1 2 3 4 Excellent 5

COMMENT Only one issue related to the individual system.

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 Other than issue under #6

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 yes, for those who used visual

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 \_\_\_\_\_

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

Hindered  
1 2 3 4 5 Helped

COMMENT *more allowed to discuss*

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:**

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201 North 9th Street, Richmond, Virginia 23219  
[foiacouncil@dls.virginia.gov](mailto:foiacouncil@dls.virginia.gov)/Fax: 804-371-8705/Tele: 866-448-4100