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: ___ VMRC MMAC __________________________

2. Date of the meeting: ___ 4/20/2020 ___________________________

3. What are your overall thoughts or comments about this meeting? ___ It went well for it being the first MMAC committee meeting, especially with it being virtual considering the circumstances. _____

________________________________________________________________________

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.):

_______________ Youtube and conference call __________________________

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 ____ There was lag between the conference call and youtube but that’s to be expected __________________________

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

| Easy | 1 | 2 | 3 | 4 | Difficult | 5 |

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 | Difficult | 5 |

COMMENT __________ No issues _________________________________________

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

| Poorly | 1 | 2 | 3 | 4 | Clearly | 5 |

9.
10. If there were any presentations (PowerPoint, etc.), were you able to hear and see them? 
   Poorly 3 4 5
   Clearly
   1 2

  COMMENT____________________________________________________

11. Were the members as attentive and did they participate as much as you would have expected? 
   Less 3 4 5
   More
   1 2

  COMMENT____________________________________________________

12. Were there differences you noticed in how the members interacted? 
   With the other members present: 
   Very Different 3 4 5
   No Difference
   1 2
   With members participating from other locations: 
   Very Different 3 4 5
   No Difference
   1 2
   With the public: 
   Very Different 3 4 5
   No Difference
   1 2

  COMMENT____________________________________________________

13. Did you feel the technology was a help or a hindrance? 
   Hindered 3 4 5
   Helped
   1 2

  COMMENT There should always be online/virtual option for public to observe the meeting________

14. How would you rate the overall quality of this meeting? 
   Poor 3 4 5
   Excellent
   1 2

  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 
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