



## Public Works Department

City of Bellingham

### Broadband Advisory Workgroup Agenda

Tuesday, March 16, 2021  
6:00pm – 8:00pm  
Zoom

You should have received your Zoom Panelist invite

BAW Members and Ex-officio Members: Please join the meeting 5-10 minutes ahead of the start time so we can make sure you have everything you need to participate in for the meeting.

Time	Topic	Lead
6:00 - 6:05 (5 min)	Welcome, introductions, agenda review, approve notes from last meeting (included in your packet)	David Roberts, Facilitator
6:05 – 6:15 (10 min)	Administrative and Technology Items Update	Marty Mulholland
6:15 – 6:50 (35 min)	Continue discussion of language and intent of the Resolution 2020-31  Goal: Agree to a set of comments and questions that need clarification or feedback from City Council.	Kris Keillor & David Roberts
6:50 – 7:50 (60 min)	Discuss comments and ideas shared by the Workgroup regarding draft RFP. Take additional comments.  Goal: Agree to basic content of the RFP. Identify any additional issues to address.	Eric Johnston
7:50 – 8:00 (10 min)	Plan Agenda for the next meeting. Evaluate this meeting.	David Roberts
8:00	Adjourn	

**Next meeting scheduled for Tuesday, April 6 at 6:00pm via Zoom**

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**The following words describe our Vision for our meetings as the Broadband Advisory Workgroup:**

**Approved 2-2- 2021**

- ❖ See each person's face
- ❖ Thoughtful
- ❖ Engaged
- ❖ Prepared
- ❖ Concise and specific information
- ❖ Conversational discussions
- ❖ Positive
- ❖ Great ideas
- ❖ Intelligent
- ❖ Directed
- ❖ On task
- ❖ Short as possible
- ❖ Come out with deliverables
- ❖ Tangible results
- ❖ Planning forward

### **Meeting Ground Rules**

Approved 2-2-2021

- Start and end on time.
- One speaker at a time.
- Stick to the topic at hand.
- Ask questions to increase understanding.
- Limit distractions.
- Do your homework.
- Acknowledge that all participants bring legitimate purposes, goals, concerns and interests, whether or not there is agreement.
- Let the facilitator manage the meeting.
- Have fun. 😊