Public Works Department
City of Bellingham

Broadband Advisory Workgroup Agenda
Tuesday, June 21, 2022
6:00pm – 8:00pm
Zoom

<u>You should have received your Zoom Panelist invite</u>

<u>BAW Members and Ex-officio Members:</u> 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 – 6:10 (5 min)	**Report from Eric**	Eric Johnston
6:10 – 7:10 (70 min)	**Review the Report Subgroup's 2nd Draft Recommendations (in your packet)** Goal: Provide feedback for the next draft	Report Team*
7:10 – 7:30 (20 min)	**Plans for presentation to Council and final contents of committee report.** Goal: Decide who and how to present results to the City Council and agree to the contents of Workgroup report.	David Roberts, Eric Johnston
7:30 – 7:40 (10 min)	**Plan agenda for the next meeting.** **Evaluate this meeting.**	David Roberts
7:40	**Adjourn**	

*Report Team: Steve Spitzer, Milissa Miller, RB Tewksbury, Spencer Moore, Terry Davis, Gina Stark, Atul Deshmane

Next meeting scheduled for Tuesday, July 19th 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. 😊