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.

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lead</th>
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</thead>
<tbody>
<tr>
<td>6:00 - 6:05 (5 min)</td>
<td>Welcome, introductions, agenda review, approve notes from last meeting (included in your packet)</td>
<td>David Roberts, Facilitator</td>
</tr>
<tr>
<td>6:05 – 6:10 (5 min)</td>
<td>Report from Eric</td>
<td>Eric Johnston</td>
</tr>
<tr>
<td>6:10 – 6:50 (40 min)</td>
<td>Final Review of Recommendations and Agenda Bill Contents</td>
<td>David Roberts and Eric Johnston</td>
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<tr>
<td>6:50 – 7:45 (55 min)</td>
<td>Dry Run of Presentation for City Council</td>
<td>Milissa Miller and presentation team</td>
</tr>
<tr>
<td>7:45 – 8:00 (15 min)</td>
<td>Evaluate the Broadband Workgroup process and outcomes and provide feedback</td>
<td>David Roberts</td>
</tr>
<tr>
<td>8:00</td>
<td>Adjourn</td>
<td></td>
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*Please note:* This may be the last scheduled meeting of the Broadband Advisory Workgroup and as such we may need to continue past 8:00pm to be prepared for your August 29th presentation to City Council. Please keep this in mind as you plan your evening. Thank you.
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. 😊