



## Public Works Department

### City of Bellingham

#### Broadband Advisory Workgroup Agenda

Tuesday, June 1, 2021

6:00pm – 7:30pm

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 – 6:30 (25 min)	Administrative and Technology Items Update RFP Update	Marty Mulholland Eric Johnston
6:30 – 6:45 (15 min)	Clarify what the Workgroup wants to hear from Ex-Officios	Eric Johnston
6:45 – 7:20 (35 min)	Definitions discussion – Affordability, Equity & Access  <i>Goal: Agree to a preliminary set of definitions for five key words pertaining to community broadband services understanding our definitions may change with additional information from the consultant.</i>	David Roberts
7:20 – 7:30 (10 min)	Plan Agenda for the next meeting. Evaluate this meeting.	David Roberts
7:30	Adjourn	

**Next meeting scheduled for Tuesday, July 6 1st 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. 😊