Public Works Department  
City of Bellingham  

Broadband Advisory Workgroup Agenda  
Tuesday, September 7, 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.

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lead</th>
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<tbody>
<tr>
<td>6:00 - 6:10</td>
<td>Welcome, introductions, agenda review, approve notes from last meeting (included in your packet)</td>
<td>David Roberts, Facilitator</td>
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<td>(10 min)</td>
<td>Administrative and Technology Items Update</td>
<td>Eric Johnston</td>
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| 6:10 – 7:15  | RFP Update – Magellan Advisors  
Workgroup Members Q&A                                                                 | Jory Wolf & Greg Laudeman                 |
| (65 min)     |                                                                                           |                                           |
| 7:15 – 7:30  | Plan Agenda for the next meeting. Evaluate this meeting.                                   | David Roberts                             |
| (15 min)     |                                                                                           |                                           |
| 7:30         | Adjourn                                                                                   |                                           |

**Next meeting scheduled for Tuesday, October 5th at 6:00pm via Zoom**
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. 😊