

**MEETING EVALUATION SUMMARY**

**2010 SIS Strategic Plan Update Leadership Committee - 2nd Meeting**

FDOT District 5 Urban Office - Orlando, Florida

February 23, 2009

**Proposed Meeting Objectives**

	☺		☹		☹
	<b><u>Agree</u></b>			<b><u>Disagree</u></b>	
		<i>CIRCLE ONE</i>			
	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1 =Avg.</b>

**WERE THE MEETING OBJECTIVES MET?**

• Review and seek agreement on organizational issues for the Leadership Committee, including process goal statement, assumptions and principles, roles and responsibilities, schedule and committee guidelines;	4	10	0	0	0 = <b>4.29</b>
• Receive additional informational briefings on the context for updating the SIS Strategic Plan;	6	7	1	0	0 = <b>4.36</b>
• Review and refine key issues to be addressed in the SIS Strategic Plan update; and,	3	7	3	1	0 = <b>3.86</b>
• Agree on next steps and assignments for the next SIS Leadership Committee meeting	5	7	1	1	0 = <b>4.14</b>

**MEETING ORGANIZATION**

	<b><u>Agree</u></b>			<b><u>Disagree</u></b>	
• Background and agenda packet were helpful	8	5	1	0	0 = <b>4.50</b>
• Presentations were effective and informative	5	7	2	0	0 = <b>4.21</b>
• Panel discussions were effective and informative	8.5	5.5	0	0	0 = <b>4.61</b>
• Plenary discussion format was effective	4	7	2	1	0 = <b>4.00</b>
• Facilitator guided participant efforts effectively	7	6	1	0	0 = <b>4.43</b>
• Participation was balanced	8	4	2	0	0 = <b>4.43</b>

**What Did You Like Best About the Meeting?**

- Great discussion on an important topic.
- Panel discussions.
- Most members were able to speak. Facilitators worked to document comments
- Panel discussions and open discussion of committee

**What Could be Improved?**

- Enterprise Florida presentation was too lengthy.
- We should not meet at 8:00am on a Monday!
- Focus of discussions by committee - seem to go on tangents.
- Need to see stuff on the screen. (gave “plenary discussion format” a 2)
- Did not need to start with clean sheet on policy recommendations worksheet.

**Other Comments (use the back if necessary):**

- No more 1 day meetings unless 1/2-3/4 day.
- One presentation at 5:00, one at 3:00, and another at 1:00. Thus the “3” for “presentations were effective”!
- Group was tired during review of key issues at the end of the day