

MEETING EVALUATION FORM

2010 SIS Strategic Plan Update Leadership Committee – 4th Meeting

FDOT District 5 Office ~ Orlando, Florida

June 22-23, 2009

Proposed Meeting Objectives



Agree

Disagree

CIRCLE ONE

5

4

3

2

1 =Avg

WERE THE MEETING OBJECTIVES MET?

• Review proposed organization for Leadership Committee report.	4	4	0	0	0 =4.50
• Further develop a common understanding of the purposes and goals of the SIS, and refine if needed.	3	4	1	0	0 =4.25
• Review, discuss and consensus test draft policy recommendations as revised since third Leadership Committee meeting	3	3	2	0	0 =4.13
• Provide additional guidance, as needed, for further refinement of the draft policy recommendations.	3	5	0	0	0 =4.38
• Agree on next steps and assignments for the fifth Leadership Committee meeting.	3	3	0	0	0 =4.50

MEETING ORGANIZATION

• Background and agenda packet were helpful	4	1	1	0	1 =4.00
• Presentations were effective and informative	4	4	0	0	0 =4.50
• Plenary discussion format was effective	2	6	0	0	0 =4.25
• Facilitator guided participant efforts effectively	6	2	0	0	0 =4.75
• Participation was balanced	4	4	0	0	0 =4.50

What Did You Like Best About the Meeting?

- The discussion by all participants was helpful
- Feedback
- Orlando
- Generally civil interaction among participants

What Could Be Improved?

- Internet access
- Read-aheads sent earlier in advance to fit into work schedule
- Timeliness is important – should have a week to review materials
- Hold meetings in Tallahassee – saves State dollars – saves tremendous travel time for majority of staff and committee members
- Earlier pre-meeting review of materials
- Meeting materials were not available in time to be well reviewed. Lots of new and important info with no time to read
- More timely meeting materials distribution

Other Comments (use the back if necessary)

- Internet access
- With up to ½ of the members being from N. Fla., it seems that it would be less expensive to meet in Tallahassee sometimes
- Need internet access
- Overall very productive