

## Ground Rules

**Ground Rules:** The community has worked to establish ground rules for the facilitated meeting. Anyone refusing to follow these ground rules will be asked to leave the meeting in order to ensure that the discussion stays respectful, productive, and constructive.

- For the safety of everyone, we ask that all guests wear a facemask for the entire time they are indoors. If you're asking a question or speaking, you may remove your mask.
- Please hold all questions for the end of the presentation. We will go back to a slide if there is a specific question or comment, so please jot own notes that you may want to revisit when we open it for Q&A.
- Once opened for questions and comments, please raise your hand until you are acknowledged by the meeting facilitator. Please identify yourself by name, and also your relationship to or interest in the issue once acknowledged by the facilitator.
- Please be respectful of all speakers, including those asking questions and making comments.
- Questions/ comments will be limited to 2 minutes each. A clarification question or comment will be permitted.
- If time permits, we will call on individuals who would like to ask or make a second or additional question or comment.
- Please also use index cards / paper available if you'd like to submit a comment or question but are not able to in the meeting. We will compile as part of the follow-up notes from the meeting.
- Please make sure that you sign in to the meeting if you would like to receive a copy of the notes from the meeting and information on future development meetings.
- If the ground rules are violated or ignored, we will ask the individual to leave the meeting, and if it continues, we will end the meeting.

**THANK YOU!**