

Hybrid meeting survey - Meeting Attendees

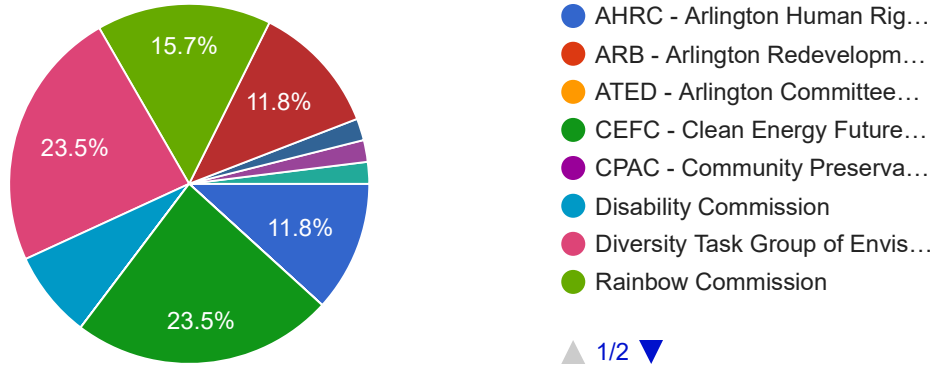
51 responses

[Publish analytics](#)

What Meeting did you attend? Select from drop-down list.

 Copy

51 responses



▲ 1/2 ▼

When was the meeting held

48 responses

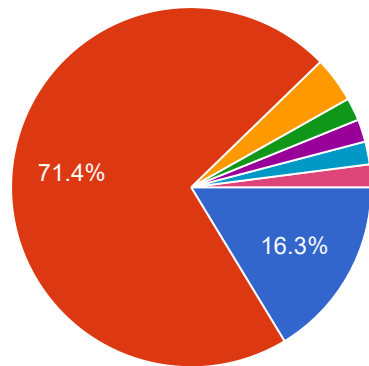
Dec 2021	16
Oct 2022	19
Nov 2022	9 2 25
Dec 2022	8 4 9 14 2 16 4
Jan 2023	12 15 18 19 5 20 29
Feb 2023	9 6 13 15 6 17 23 24 5
Mar 2023	15
Nov 2222	22



Are you member of the Board, Committee or Commission or a member of the public? If "Other" please describe (i.e., Volunteer, Consultant, etc)



49 responses

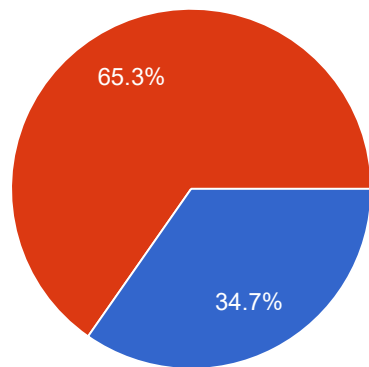


- Member of the public
- Member of Board, Committee, Commission
- Tree Warden
- DTG does not have these distinctions. I am a regular at...
- all DTG participants are members of the public
- volunteer - Electrify Arlington...
- Giving a presentation

Did you attend remotely or in person?



49 responses

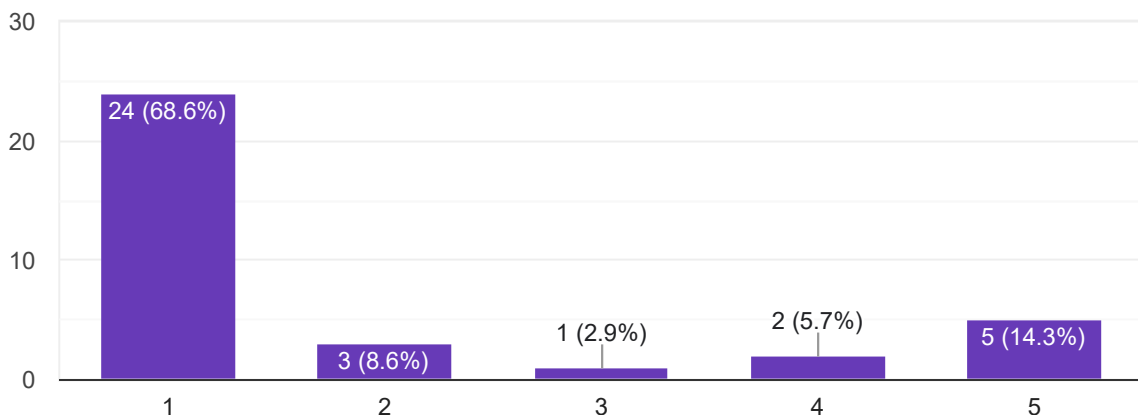


- In person
- Remotely

On a scale of 1 to 5, how easy was it to connect to the meeting if remote?



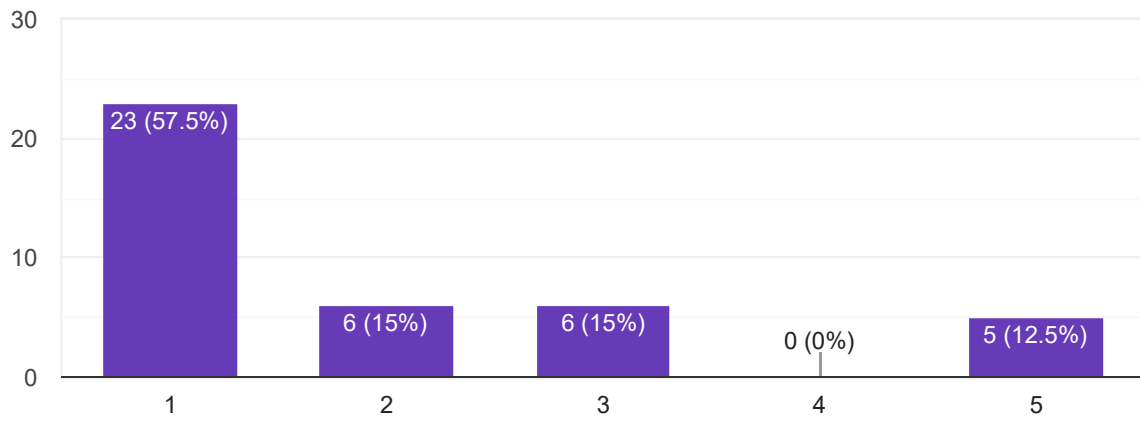
35 responses



On a scale of 1 to 5 how easy was it to hear and see what was going on in the meeting?



40 responses



What were the benefits of hybrid participation for this meeting? What worked?

46 responses

d

my disability does not allow my in-person attendance.

It is great to participate remotly.

Easy and accessible technology, high quality, flexibly allowed for in person and remote gathering

Great to be able to attend from home and not be late as I had another meeting right before that.

I enjoyed the interpersonal dynamics of being in the room with others for the first time in years.

All participants had an option for how they wanted join. As a remote person, I could hear everyone well, including those in person. It felt that everyone could get equal time to speak.

I was able to manage my commitments at home as a single parent while also being able to contribute to the town.

I thought overall everything works. Could clearly see and hear all of the in person and remote people. I likely could not have made the meeting this particular day if it had been in person only, so I'm glad there was a remote option.

Much easier for members to attend, when given the option

As one of the co-chairs, I was able to attend remotely even though I had covid

Convenient

I like the flexibility of the hybrid meeting

was good when the in-person attendees went to the split-screen view so we can see all of them closer up

Adjusting the video on the Neat board/bar to separately track and display each of the 3 people attending in person was crucial -- before that change, it was difficult to follow who was saying



what. Audio picked up well even though they were all down at the end of the table. Division of tasks mostly worked - the town staffer for the group was in-person and ran the Neat board and Zoom. Another committee member volunteered to monitor the chat which worked well.

Most attendees were remote and not requiring in person attendance facilitated more engagement

The Neat Bar is very effective!

It would have been a lot more burdensome on my family for me to have to be out of the house for a 6:30 meeting.

Allowed people who couldn't attend in person still participate.

It gives participants more flexibility with regards to attendance.

Convenient, able to attend from home. Didn't have to coordinate child care to attend

I'm glad to be able to be involved remotely, as attending the meeting at the time of day in person is impossible due to childcare.

great to be in person with others again; remote is good for those who need to remain in their homes

I could not have attended otherwise as my childcare canceled. It all worked, and whenever something didn't seem clear, everyone worked together to get everyone back in sync.

I could attend right after another personal work meeting- otherwise i could never have made it.

Could attend in capacity wanted

I am a single parent with 2 children. A 2 hour evening meeting is off the table unless I can do it from home. Therefore I would be unable to participate if it weren't hybrid

What worked was the interactivity amongst the participants on Zoom and onsite at Town Hall.

none, no one else showed up in person

This was not an actual meeting. Three of us in the room, plus Jim Feeney, and 2 of us remotely explored what the technology would do. I thought that the technology did very well at allowing a seamless in person/remote discussion.

It gives people the option to do what works best for them while still feeling part of the discussion.



We had very good attendance

Higher attendance. More people who are hearing the presentations and are participating in the deliberation

Benefits are many. I was able to participate as a member of my town, I was able to have conversations with other Commissioners, to discuss agenda items, to vote when one was necessary, to participate fully as an equal with others, to assist in continuing to move the ADA forward on behalf of others with a disability. This would not happen for me without hybrid participation.

no benefit over fully remote

my sense is that the hybrid meeting allows for greater participation from the public

I like having the option to choose whether to attend in person or remotely. The format works well and integrated the remote and in-person attendees seamlessly.

Enables me to log in from work which is very beneficial

very easy to hear everyone, much more convenient than schlepping to Town Hall for a meeting, no concerns about colds, flu, COVID

In this particular meeting, two members of the committee were able to meet in person while the rest, and members of the public, were remote. The challenge in this sort of situation is to integrate the people in the room with the people participating remotely. This was done in a seamless way. I think the benefits of being hybrid (rather than all remote) would be greater if more people were in the room. This meeting is at 8:15 in the morning, & it is hard to get to the room if one isn't already in the building. The benefits of being hybrid rather than all in person are (a) attendance is greater because of ease of participation remotely & (b) potential health concerns are allayed. Hybrid that works well gives the body the best of both worlds.

Allowed people to attend in way most convenient for them

Commissioners can meet in person, or attend remotely if they need to, and public audience is extended by virtual technology.

Making participation more open and creating a space for those who would prefer to participate in person. The sound was ok overall, and people seemed comfortable.

I was recovering from Covid and wouldn't have been able to attend if we were only in person

We had almost full participation since some commissioners who could not attend in person were able to do so remotely



Conversation was easy. Meeting management went well.



What were the challenges of hybrid participation for this meeting? What didn't work well?

48 responses

None

d

ssdsdf

no problems at all

I worked nicely on my end.

First night with the tech learning curve, console in Annex doesn't upload content, even when co/hosting meeting

Would be nice to see everyone's name in their picture as you can in Zoom.

after we initially set up with Jim F and thought it was all set, the system crashed completely. We were fortunate that Jim was still there as he had to reconnect the entire system and then log into the meeting as a Zoom attendee. We also had a challenge of getting our agenda displayed (we had an in person chromebook that was hosting the Zoom meeting and we were using it to access the agenda.) Eventually it loaded and then disappeared and then eventually loaded again. Finally, due to the event in the Town Hall we were not able to rely on the wifi (too big of a load) and had to use our own personal phone hot spots to connect to the internet and be able to take minutes and run the host chromebook. If we had not been able to use our hotspots then there would have been no minutes and the host chromebook would have had to go home to be able to log on. The actual meeting logistics worked great.

Some minor technical glitches at the beginning. Naturally, it will feel different than when meetings are in person or all remote; it will take some getting used to and some time to work out details.

nothing - no challenges

Some people on the call seemed to have some difficulty at some point.

All worked very well. Very minor distraction that when in-person members were talking, the others who were also in person were not muted, so we could hear them too.

we had to remember to silence the room so the voices weren't disrupting the other conversations



No challenges on my end

n/a

It was a bit hard to stay on top of new people in the Zoom waiting room - it lagged a couple of times. Should get better as we get more familiar with running this.

The technology needed to be staffed by the meeting facilitator, which she did expertly. It nevertheless took time away from the meeting to ensure everything was running smoothly. Being fully remote removes one of the variables from this equation.

We had technical difficulties last night, and were unable to make use of the Neat Bar technology to hold our meeting in a hybrid format.

I identified a technical problem well before the meeting's start, and was fortunate that Jim Feeney was just down the hall from the meeting room to assist me, but despite Jim's concerted efforts he was not able to get the Neat Bar to work for DTG's meeting.

Few people showed up in person (it was just 1 staff person, then 2 by the end of the meeting). It is not a ton of additional effort to hold the meeting in hybrid format using the Neat Bar, but if the whole point is to facilitate in-person participation as well as virtual participation but no one comes in person... it seems a little silly to bother

The sounds is the hardest part.

Sometimes remote people had trouble hearing or knowing who in the room with in-person attendees was talking.

N/A; it all worked beautifully!

Didn't feel as much a part of the meeting as I did when I was there in person, or when we were all remote

Remote folks needed to advocate for people to speak up, not have cross-talk occur, or introduce themselves. With a reminder or two, the in-person participants were more than happy to do so.

Ensuring that remote and in person conversations flowed smoothly; that remote folks could hear conversation and that they could jump in easily

No problems - although it would be interesting to figure out how to identify speakers who are in-person, or possibly have a camera that will focus in on the speaker so that everyone isn't quite so far away and tiny and thus you can't really identify who is speaking.



Sometimes hard to tell who was speaking. Couldn't see the other public participants.

One in person attendee-camera was distracting as it zoomed in and out and around

No problems

No challenges.

We were in Town Hall Annex second floor and I couldn't find the touchpad to start it. It was hidden in a drawer. Once I found it everything went smoothly

We were a little concerned about the logistics of public participation in our hearings. This was a function of the room more than the technology. We also had concerns about documents produced in the course of the hearings - drawings on a page, say - though this rarely happens and would also be a problem in a virtual meeting.

Only an observation, that I think it will take time for this new style to take hold. For now it seems more people join remotely than in person.

The link that was sent out didn't match what was on the town website. It took about ten minutes to get everybody connected.

I find we are still working on sound quality from town meeting room. People in that room sometimes sound "tinny" and continue to be able to adjust speaking loud enough.

Could not see those in person as well because size of picture smaller

there were really no challenges, it was very smooth. the neat bar is great - people participating remotely can see the attendees who are in person very clearly. I think the neat bar contributes to the success of the hybrid meetings

I had no complaints or concerns

no challenges, I am a big fan of zoom and this hybrid meeting worked very well

There really weren't any challenges. The meeting worked well in every way, at least from my perspective.

There was a little technical difficulty

Name labels of virtual attendees are hard to see from inside the room.

Didn't experience any.



At times those of us who were remotely were confused of who was talking in the room, sometimes it can be somewhat distracting.

I didn't have any trouble

Remembering to scan the faces on the Zoom screen so that I knew how engaged they were, etc.

There was only one view of the participants in the room which meant that I couldn't see anyone clearly (especially at the end of the table). Similarly it was hard to fully hear those at the end of the table.



Do you have any suggestions to improve the meeting?

31 responses

No

nothing regarding changing hybrid. continue hybrid meetings

No suggestions at this time.

Being able to upload content for the duration of the meeting from the console, being able to copy and repost the chat contents would also be helpful

Have a hotspot that can be used in case we can't get onto the wifi. Thanks! It was so cool to do!

Is there a way to identify those in person on screen, so that remote participants can see their names?

continue to offer a hybrid option

No. Was almost perfect, from my perspective.

No (meeting was 12/14/22-that space was not fillable on my iPhone)

No suggestions at this time

Just try to get people used to the setup and ensure that people are speaking up and identifying themselves when talking, so remote participants can better understand who's speaking and what's happening in the room.

N/A

The fancy split screen to see everyone improves visibility. Maybe the Commission will get better at navigating this hybrid approach over time ?

A reminder of the norms to try and avoid quieter conversations in person, as well as actively turning to the Zoom folks for input, would be great. Being addressed/asked for any questions last time was helpful!

I think sound systems need improvement - remote folks can't hear everyone around the table

Let's all keep growing this and learning- it's an amazing accessibility tool!



Building new habits of speaking when in person, like identifying yourself each time you speak (not in mid-conversation, of course) so that remote attendees can hear who is speaking.

Fix camera so it doesn't zoom in out and around

No suggestions. It works well

Have the DTG website updated on a daily basis/weekly at least.

Make sure the touchpad is easy to find.

The general feeling was that if we were inclined to have an in person meeting - one in which all or most members of the board would be in the room - this could be an excellent way of ensuring remote public access, which really opens (virtual) doors for lots of people. However, we have gotten used to working together via Zoom, and if we had the hybrid technology, many or most of us would stay remote. Running a hybrid meeting when most of the board members are not there seemed daunting and probably would not provide any benefit compared to an all-remote meeting. Basically, if we were to have an in-person meeting, the technology would do good job enabling us to add a remote option for the public, and that would be a valuable thing. If we wanted to remain remote, the technology would not provide any benefit sufficient to induce us to go hybrid instead.

would like to see it continue

Some kind of meeting/link management system that is town and school wide and manages the zoom links so that everybody knows how to get into the meeting

I believe as we continue to become use to the hybrid approach we will work through the kinks. I also think all in- person meetings /gatherings of the Town's should be hybrid because otherwise people with a disability will continue to be excluded from their right to participate and hybrid meetings continue to make Arlington an inclusive community and a better community to live in.

Let's keep the hybrid format going!

Worked perfectly from my perspective. Hope it continues.

it was fine as it was

No.

I don't remember what they were using but potentially add an owl or move to Neat Bar



Google Forms

