Appendix C

Rubric for TAB and CAC Meetings

Were the surveys easily accessible to citizens?
   _____ Yes   _____ No

How were the surveys explained to citizens?

How many total people (including board members) are in attendance?

How many board members are in attendance?

Were any board members absent?

What types of people are in attendance?
   Ethnicity:   Ages:   Married couples:   Reporters:   Etc

Did the meeting start on time?
   _____ Yes   _____ No

Other Observations:

Public Comment Section:
Speaker #1
Sex:
Approx. Age:
Ethnicity:
Subject/nature of comment (brief description):

   Attitude/demeanor:
      Angry   Frustrated   Positive   Upbeat   Neutral

   Other (explain):

Speaker #2
Sex:
Approx. Age:
Ethnicity:
Subject/nature of comment (brief description):

   Attitude/demeanor:
      Angry   Frustrated   Positive   Upbeat   Neutral

   Other (explain):
Appendix C

Speaker #3
Sex: ________________________________
Approx. Age: _______________________
Ethnicity: __________________________
Subject/nature of comment (brief description):

Attitude/demeanor:

<table>
<thead>
<tr>
<th>Angry</th>
<th>Frustrated</th>
<th>Positive</th>
<th>Upbeat</th>
<th>Neutral</th>
</tr>
</thead>
</table>

Other (explain): __________________________________________________________

(etc. follow same format for any additional speakers)

Interview questions for liaisons:

How long have you been a liaison for CACs/TABs?

How long have you been the liaison for this particular CAC or TAB?

How well would you say you know the citizens that live in the area represented by this CAC/TAB?

<table>
<thead>
<tr>
<th>Not at all</th>
<th>Not very well</th>
<th>Somewhat</th>
<th>Well</th>
<th>Very well</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

How much interaction do you have with CAC/TAB board members?

Who do you have the most contact with on the board?

Is this normal attendance for this meeting?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

How many people normally attend?

Who are the majority of the people that attend? Are there any regulars?

How did public comments at this meeting compare to public comments at other meetings?

Who maintains this CAC/TAB website?

How often is the website updated?