Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

|  |  |
| --- | --- |
| County/Region: |  |
| Date: |  |
| Facilitator(s): |  |

Instructions: For each item below, please circle the number/response that best expresses your opinion.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **General Meeting Questions** | **Strongly**  **Agree** | | **Agree** | **Strongly**  **Disagree** | | **Don’t**  **Know** |
| 1. | The information covered in the group discussions, examples and explanations was understandable. | 1 | 2 | 3 | 4 | 5 | 6 |
| 2. | The meeting provided a good forum for communication about public/human services transportation coordination. | 1 | 2 | 3 | 4 | 5 | 6 |
| 3. | Participants at the meeting were from a broad stakeholder group. | 1 | 2 | 3 | 4 | 5 | 6 |
| 4. | The county/region’s prioritized action plan is comprehensive and realistic. | 1 | 2 | 3 | 4 | 5 | 6 |
| 5. | The county/region has a working coordination team. | 1 | 2 | 3 | 4 | 5 | 6 |
| 6. | The previous coordination plan has been implemented. | 1 | 2 | 3 | 4 | 5 | 6 |
| 7. | Developing the prioritized action plan was meaningful and valuable. | 1 | 2 | 3 | 4 | 5 | 6 |
| 8. | I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies. | 1 | 2 | 3 | 4 | 5 | 6 |
|  | Facilitator Questions |  |  |  |  |  |  |
| 9. | Facilitator was knowledgeable about the meeting process. | 1 | 2 | 3 | 4 | 5 | 6 |
| 10. | The information was presented in a clear, logical format. | 1 | 2 | 3 | 4 | 5 | 6 |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 11. | The time allotted for the meeting was: | Too Long |  | About right |  | Not enough |  |
| 12. | List key points/issues presented during the meeting that were the most valuable or useful | | | | | | |
|  | | | | | | | |
| 13. | List any information or meeting content you felt was omitted or needed further clarification | | | | | | |
|  | | | | | | | |
| 14. | Are you interested in participating on the team that will implement the coordination plan strategies? | | | | | | |
|  | | | | | | | |
| 15. | Other comments | | | | | | |
|  | | | | | | | |

**Thank you!**