



Transportation Commission

Retreat

June 1, 2016

6:00 PM

2900 Business Center Drive - Training Room B

AGENDA

- 1) Traffic Operations Center Open House
- 2) Dinner
- 3) Introductions / Retreat Purpose
- 4) Transportation Commission Purpose
 - a) Commission Role
 - b) Charter & By-Laws
 - c) Updated Materials
- 5) Transportation Commission Existing Processes
 - a) Meeting Agenda Development
 - b) FOIA
 - c) Robert's Rules
 - d) Motion Language
 - e) External Communication
- 6) Meeting Effectiveness
 - a) Meeting Best Practices
 - b) Internal Communication
 - c) Operating Agreements
- 7) Next Steps / Work Program

*Next Meeting: Wednesday, June 15, at 7:00 PM
Council Work Room, City Hall, 2nd Floor*

The City of Alexandria complies with the terms of ADA. An individual with a disability who wishes to request an accommodation may contact the Department of Transportation and Environmental Services at 703-746-4086 or TTY/TTD 703-838-5056.