

Meriden City Center Initiative Advisory Group

Advisory Group Ground Rules

In order to facilitate an open and collaborative discussion, CCAG members and the public who attend meetings will agree to the following rules:

- 1) Only one person will speak at a time and no one will interrupt when another person is speaking;
- 2) Each person will express his or her own views and the views of his/her constituents rather than speaking for others at the table;
- 3) No one will make personal attacks or issue statements blaming others for specific actions or outcomes. If a personal attack is made, the facilitator may ask the members to refrain from personal attacks.
- 4) Members will avoid grandstanding and digressions in order to allow others a chance to speak.
- 5) Each person will make every effort to stay on track with the agenda and to move the deliberations forward.
- 6) Members are expected to communicate concerns, interests and ideas openly and to make the reasons for their disagreements clear. In the event that a member is unable to speak about a concern directly to another member, he or she can contact the facilitators by phone (or in person). Upon request, all information or views shared during conversations with the facilitators will be kept confidential.

All Committee meetings will be open to the public and the media.

Members are free to make statements to the press regarding their own opinions, but agree to not attribute statements to others involved in the process. No member should presuppose to speak for the group as a whole. In order to facilitate productive deliberations, members will make every effort to abide by the ground rules under the section "Communication" listed above while interacting with the media.