



Department of  
Land Use & Transportation

# **Minor Betterment Program Review and Selection Committee**

---

## **COMMITTEE GROUNDRULES**

- Respect the views of others
- Concentrate on issues, not personalities
- Treat others as you would like to be treated
- Listen carefully with the intent of understanding
- Don't interrupt others
- Don't dominate the discussion; let others present their views
- State your issues honestly and clearly as early in the process as possible
- Be constructive and provide positive ideas or alternatives
- Read materials in advance and be prepared for discussions
- Commit to attend all meetings and participate fully; provide substitute if needed
- Ask questions and seek information for understanding
- Place cell phones and pagers on silent mode

Adopted at July 10, 2014, meeting