

Yolo County Airport Public Input Workshop

October 17, 2013; 7:00 – 9:00 p.m.

Attachment 2

Best Practices for Civil Dialogue and Productive Meetings

1. Respect others point of view even if you disagree
2. Respect others time and opportunity to speak and be heard
3. Seek clarity before making assumptions or assigning motives – test assumptions
4. Replace accusations with seeking to clarify others points of view
5. Recognize that all points of view have some validity
6. Recognize that no one individual/group has all the answers – it is essential to know how to integrate and resolve contributions from different groups
7. Replace predetermined outcomes/bias with an openness to new ideas – this does not mean discarding your interests or values
8. Treat differences as a strength
9. Replace conjecture with data/proven information when possible
10. Present critiques in conjunction with potential solutions which meet the range of interests expressed