

Allegan County Broadband Action Workgroup



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Allegan, MI 49010
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BROADBAND ACTION WORKGROUP – AGENDA

Thursday, January 19, 2023 – 4PM

County Services Building, Board Room
3283 122nd Avenue, Allegan, MI 49010

Virtual Meeting Options – Connectivity Instructions **Attached**

4PM

CALL TO ORDER: Chairperson Austin Marsman

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION:

PRESENTATIONS: State Representative Joey Andrews

COMMUNICATIONS:

APPROVAL OF MINUTES: December 15, 2022

REPORTS/UPDATES:

County Administrator

Broadband Project Manager

- Contract signed with 123NET
- MIHI Infrastructure results update
- **ROBIN** (State ARPA Grant program) update

DISCUSSION ITEMS:

1. Replacement of Robert Mach on the BAW
2. Role of BAW in 2023; Future meetings
3. 123NET site visit with BAW and BOC – Jan/Feb 2023

ACTION ITEMS:

1. none

PUBLIC PARTICIPATION:

ADJOURNMENT:

Next Meeting scheduled for Thursday, February 2 @ 4PM

Broadband Action Workgroup Goals:

- Step 1 – Upon verification of eligibility through the ARPA funds or identification/allocation of alternative funds, hire a directly employed or contracted project lead (and possibly team) to lead the project and deliver results for Board approved Specific, Measurable, Actionable, Realistic, Time-based (S.M.A.R.T.) goals.
- Step 2 – Consider partners, technical professionals, and other stakeholders to serve as an advisory resource to the project team.
- Step 3 – Gather necessary and relevant data to form S.M.A.R.T. goals.
- Step 4 – Consider plans, proposals, legislative initiatives and other resources to establish and implement plans for increased accessibility.



Allegan County

Broadband Action Workgroup



Allegan County
3283 122nd Ave
Allegan, MI 49010

STEP 1: Connect to the Meeting

- **OPTION 1: Zoom over Telephone**

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 854 0746 8607, then #, then # again
- Type in Meeting Password: 2023, then #
- To raise your hand to speak, press *9
- To Mute and Unmute, press *6

<STOP here>

You do not have to continue reading the rest of the instructions.

- **OPTION 2: Youtube**

- Open Internet Explorer or Chrome
- Navigate to <https://www.youtube.com/channel/UCQliZQstN2Pa57QAItAWdKA>
- Click on image of “Live” video

<STOP here>

You do not have to continue reading the rest of the instructions.

- **OPTION 3: Zoom over Web browser**

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/85407468607>

- Meeting Password: 2023

<Continue with the rest of the instructions>

STEP 2: Enter registration information

The screenshot shows a web browser window with the URL `zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtUEg`. The page title is "Webinar Registration". It displays the following information:

- Topic: BOC Meeting - 4/9/2020
- Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)

Below this information is a registration form with the following fields:

- First Name *
- Last Name *
- Email Address *
- Confirm Email Address *

A reCAPTCHA challenge is present, asking the user to "Select all images with" a specific object. The challenge includes a grid of images and a "VERIFY" button.

At the bottom of the form is a blue button labeled "Join Webinar in Progress".

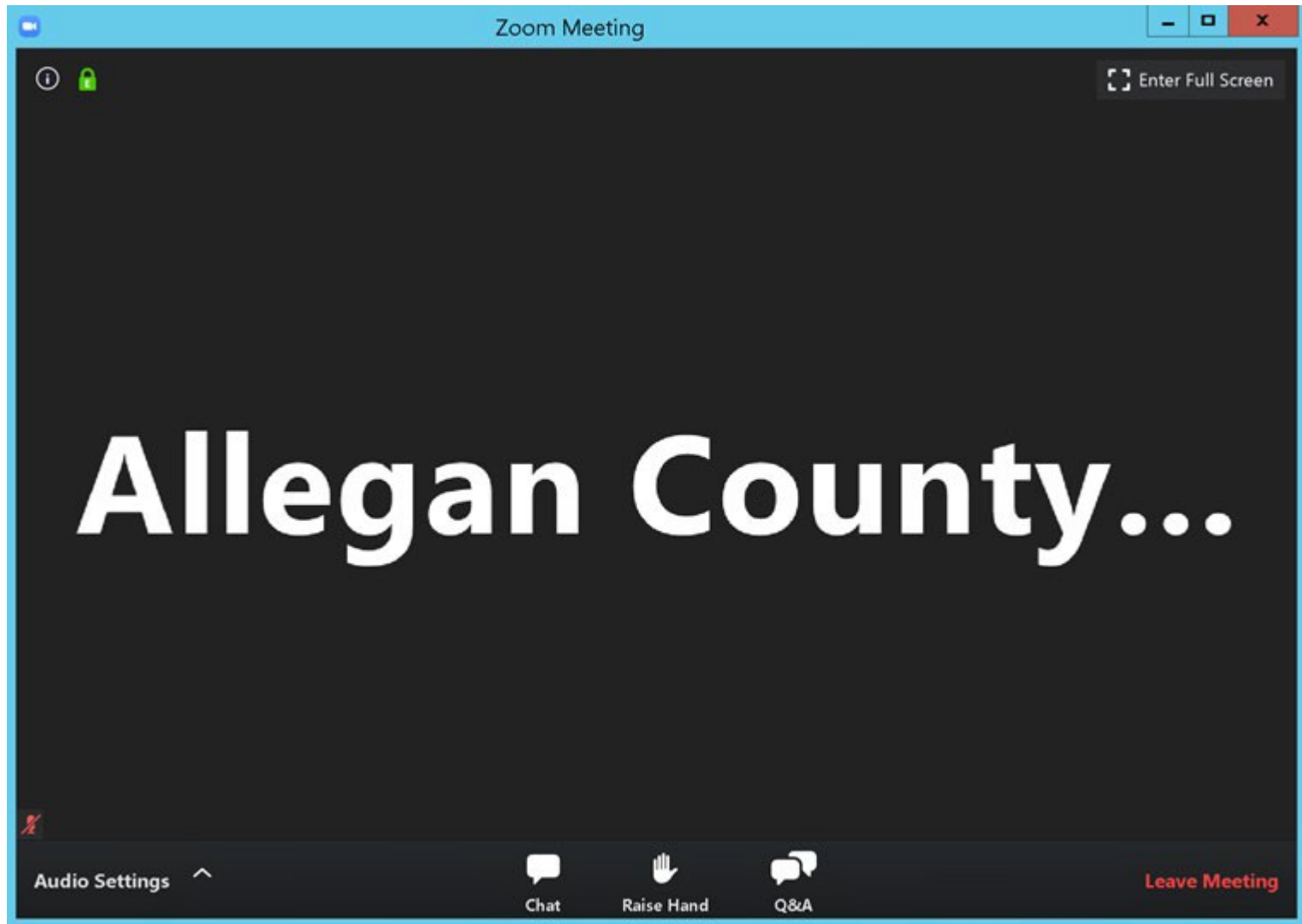
1. Enter name and email

2. Click this box

4. Click when done.

3. Answer challenge question

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

The screenshot shows the Zoom application interface. A large black vertical bar on the left side of the screen is highlighted with a blue arrow labeled '1'. A blue arrow labeled '2' points to the 'Settings' window, which is open to the 'Audio' tab. The 'Audio' tab is selected in the left-hand menu. The 'Settings' window displays the following options:

- Speaker:** Test Speaker, Remote Audio (selected), Output Level: [slider], Volume: [slider]
- Microphone:** Test Mic, [dropdown], Input Level: [slider], Volume: [slider], Automatically adjust volume
- Use separate audio device to play ringtone simultaneously
- Automatically join audio by computer when joining a meeting
- Mute my microphone when joining a meeting
- Press and hold SPACE key to temporarily unmute yourself
- Sync buttons on headset

An 'Advanced' button is located at the bottom right of the settings window. Below the settings window, the meeting content is visible, including the name 'Economic Development - Greg King, Director', the title 'ADMINISTRATIVE REPORTS:', and a list of consent items. A blue arrow labeled '1' points to a context menu that is open over the 'Audio Settings...' option in the bottom-left corner of the meeting window. The context menu contains the following options:

- Select a Speaker
- Remote Audio
- Same as System
- Test Speaker & Microphone...
- Leave Computer Audio
- Audio Settings...

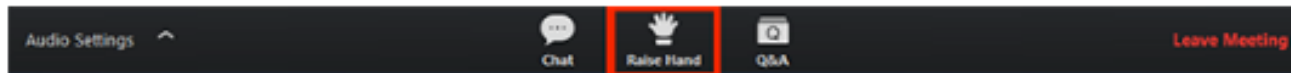
The bottom of the screen shows the Zoom meeting controls: Chat, Raise Hand, and Q&A.

STEP 5: Raise hand to be recognized to speak.

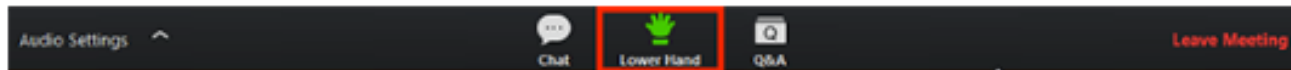
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

On bottom of screen.

1. Click **Raise Hand** in the Webinar Controls.



2. The host will be notified that you've raised your hand.
3. Click **Lower Hand** to lower it if needed.



STEP 6: To leave the meeting

The screenshot shows a Zoom meeting interface. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. In the top right corner, there are window control buttons and an "Enter Full Screen" button. The main area displays a Microsoft Word document titled "BOC20200409_agenda [Compatibility Mode] - Word" by "Steve Sedore". The document content includes the Allegan County Board of Commissioners logo and contact information for Jim Storey and Gale Dugan. The agenda items are listed as follows:

BOARD OF COMMISSIONERS MEETING – AGENDA

DISTRICT 1
Dean Kasperge
616-218-2599
dkasperge@allegancounty.org

DISTRICT 2
Jim Storey
616-848-9767
jstorey@allegancounty.org

DISTRICT 3
Max R. Thiele
269-673-4514
mthiele@allegancounty.org

DISTRICT 4
Marti DeYoung

Virtual Meeting – Connectivity Instructions Attached

1PM

CALL TO ORDER:
ROLL CALL:
OPENING PRAYER:
PLEDGE OF ALLEGIANCE:
COMMUNICATIONS: Attached
APPROVAL OF MINUTES: Attached

PUBLIC PARTICIPATION:
ADDITIONAL AGENDA ITEMS:
APPROVAL OF AGENDA:
PRESENTATIONS:
PROCLAMATIONS:
INFORMATIONAL SESSION: Attached
ADMINISTRATIVE REPORTS:

CONSENT ITEMS:

The Zoom meeting control bar at the bottom includes "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.