

Allegan County Broadband Action Workgroup



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BROADBAND ACTION WORKGROUP – AGENDA

Thursday, February 16, 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:

COMMUNICATIONS:

APPROVAL OF MINUTES: January 19, 2023

REPORTS/UPDATES:

County Administrator

Broadband Project Manager

- **ROBIN** (State ARPA Grant program) update
- Community Meeting in a Box
- Township, City & Village leaders meeting Feb 22

DISCUSSION ITEMS:

1. 123NET site visit with BAW and BOC report
2. Cell Coverage

ACTION ITEMS:

1. none

PUBLIC PARTICIPATION:

ADJOURNMENT:

Next Meeting scheduled for Thursday, March 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".

Registration details:

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

Registration form fields (marked as required with an asterisk):

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

reCAPTCHA challenge:

- Checkbox: I'm not a robot
- Image grid: "Select all images with" (with a blue arrow pointing to it)
- Buttons: "VERIFY" and "reCAPTCHA Privacy - Terms"

Registration button:

- Join Webinar in Progress

Footer navigation links:

- About: Zoom Blog, Customers, Our Team, Why Zoom, Features, Careers, Integrations, Partners, Investors
- Download: Meetings Client, Zoom Rooms Client, Browser Extension, Outlook Plug-in, Lync Plug-in, iPhone/iPad App, Android App
- Sales: 1.888.799.9666, Contact Sales, Plans & Pricing, Request a Demo, Webinars and Events
- Support: Test Zoom, Account, Support Center, Live Training, Feedback, Contact Us, Accessibility

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 vertical black bar on the left side of the screen has a blue arrow labeled '1' pointing to the 'Audio' icon in the Zoom menu. A blue arrow labeled '2' points to the 'Remote Audio' option in the 'Select a Speaker' dropdown menu. The 'Settings' window is open, showing the 'Audio' tab. The 'Speaker' section is set to 'Remote Audio'. The 'Microphone' section is set to 'Test Mic'. The 'Volume' slider for the microphone is set to approximately 80%. The 'Automatically adjust volume' checkbox is checked. The 'Advanced' button is visible at the bottom right of the settings window. The background shows a meeting agenda with items like 'Economic Development - Greg King, Director' and 'ADMINISTRATIVE REPORTS: CONSENT ITEMS: 1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)'. The bottom of the screen shows the Zoom meeting controls: Chat, Raise Hand, and Q&A.

Settings

- General
- Video
- Audio**
- Share Screen
- Virtual Background
- Recording
- Statistics
- Feedback
- Keyboard Shortcuts
- Accessibility

Speaker

Test Speaker Remote Audio

Output Level: _____

Volume:

Microphone

Test Mic _____

Input Level: _____

Volume:

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

Advanced

269-673-4514
mthiele@allegancounty.org

Economic Development — Greg King, Director
ADMINISTRATIVE REPORTS:

DISTRICT 4
Mark DeYoung
616-318-9612
mdeyoung@allegancounty.org

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)

Audio Settings ^

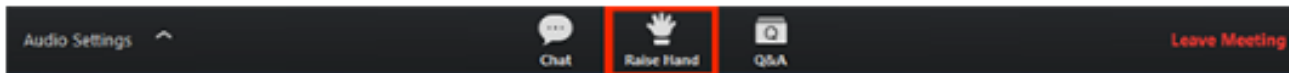
Chat Raise Hand Q&A

STEP 5: Raise hand to be recognized to speak.

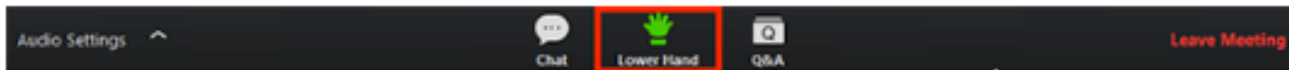
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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 under "BOARD OF COMMISSIONERS MEETING - AGENDA", including District 1-4 contact info and meeting topics like "CALL TO ORDER", "ROLL CALL", "OPENING PRAYER", "PLEDGE OF ALLEGIANCE", "COMMUNICATIONS", "APPROVAL OF MINUTES", "PUBLIC PARTICIPATION", "ADDITIONAL AGENDA ITEMS", "PRESENTATIONS", "PROCLAMATIONS", "INFORMATIONAL SESSION", and "ADMINISTRATIVE REPORTS". A status bar at the bottom of the document shows "PAGE 1 OF 2" and "251 WORDS". At the bottom of the Zoom window, the "Audio Settings" menu is open, showing icons for "Chat", "Raise Hand", and "Q&A". A red "Leave Meeting" button is located in the bottom right corner, with a large blue arrow pointing to it.