

Allegan County  
Board of  
Commissioners



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269-673-0203 Main Office  
269-686-5331 Main Fax  
<http://www.allegancounty.org>

DISTRICT 1  
Dean Kapenga  
616-218-2599  
dkapenga@  
allegancounty.org

# NOTICE

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

Pursuant to MCL 15.263a (1) (a), the following meetings will be held remotely via electronic teleconference to protect the Public Health.

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

The public may participate in the meeting/public hearing by calling Call 1 (929) 205-6099 Meeting ID: 847 7839 2190 and Meeting Password 11421.

For other options connecting to the meeting, please visit our meeting notice website at [www.allegancounty.org](http://www.allegancounty.org) or contact the County Administrator's Office. Prior to meeting, members of the public may contact a County Commissioner to provide input or ask questions on any agenda item.

DISTRICT 4  
Mark DeYoung  
616-381-9612  
mdeyoung@  
allegancounty.org

## Organizational Board of Commissioners

Thursday, January 14, 2021 @ 9:00 AM

DISTRICT 5  
Tom Jessup  
269-637-3374  
tjessup@  
allegancounty.org

## Board of Commissioners Meeting

Thursday, January 14, 2021 @ 1:00 PM

DISTRICT 6  
Gale Dugan  
269-694-5276  
gdugan@  
allegancounty.org

DISTRICT 7  
Rick Cain  
269-744-7918  
rcain@  
allegancounty.org

### Mission Statement

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”



# Allegan County Board of Commissioners Meeting

January 14, 2021

Connecting via Zoom Webinar



Allegan County  
3283 122<sup>nd</sup> Ave  
Allegan, MI 49010

Copyright © 2020 County of Allegan. All rights reserved.

# STEP 1: Connect to the Zoom Site

- OPTION 1: Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 847 7839 2190, then #, then # again
- Type in Meeting Password: 11421, 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.

- OR -

- OPTION 2: Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/84778392190>
- Meeting Password: 11421

<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_SjqfnMwchbtJEg`. 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 information):

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

Security and completion elements:

- I'm not a robot (reCAPTCHA)
- Join Webinar in Progress button
- reCAPTCHA challenge: "Select all images with" (images of a car, a street, a traffic light, a road, a building, a street sign, a road with a car, a road with a car, a road with a car, a road with a car)

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)

**1**

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

**2**

Settings

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

Speaker: Test Speaker, Remote Audio  
Output Level: [Slider]  
Volume: [Slider]

Microphone: Test Mic  
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

Advanced

269-673-4514  
mblee@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 ^

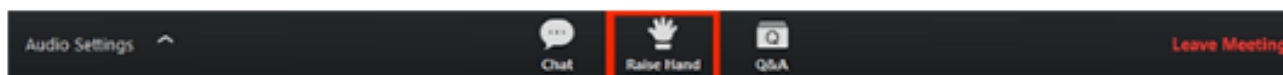
Chat Raise Hand Q&A

# 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 displays a Zoom meeting interface. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. The main content is a document viewer showing a Microsoft Word document titled "BOC20200409\_agenda [Compatibility Mode] - Word". The document header includes the "Allegan County Board of Commissioners" logo and contact information for Jim Storey and Gale Dugan. The agenda items listed are: Virtual Meeting - Connectivity Instructions (Attached), 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, and CONSENT ITEMS. The document footer shows "PAGE 1 OF 2" and "251 WORDS". At the bottom of the Zoom window, the "Leave Meeting" button is highlighted in red, with a blue arrow pointing to it. Other controls include "Audio Settings", "Chat", "Raise Hand", and "Q&A".