

Allegan County Broadband Action Workgroup



Human Services Building
3255 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

Jim Storey,
County Commissioner
Representative
616.848.9767
jstorey@allegancounty.org

Present

Robert Mach,
Medical Representative
269.673.8424
robert.mach@ascension.org

Absent

Mandy Cooper,
Economic Development
Representative
616.772.5226
amanda.cooper@lakeshoreadvantage.com

Present

Pamela Armstrong,
City/Township
Representative
269.673.4625
parmstrong@alleganlibrary.org

Present

Tim Kotas,
City/Township
Representative
630.842.0933
timkotas@timkotas.com

Present

Ted Siler,
Holland DPW Representative
616.355.1572
tsiler@hollandbpw.com

Present

William Brown,
AAESA Representative
william.brown@alleganaesa.org

Absent

Austin Marsman,
Local Public Schools
Representative
269.568.3931
austinmarsman@gmail.com

Present (left 12:30)

NOTICE

Board Committee:

BROADBAND ACTION WORKGROUP

Monday, September 13, 2021 @ 12:00 PM

**Human Services Building
Zimmerman Room
3255 122nd
Allegan, MI 49010**

Optional Zoom Connectivity:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83281921146?pwd=RIZ1ZWpUMzI3SGtUZUt6ZzkvR1NwZz09>

Passcode: 91321

Or One tap mobile :

US: +13017158592,,83281921146#,,,,*91321# or
+13126266799,,83281921146#,,,,*91321#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215
8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 832 8192 1146

Passcode: 91321



Allegan County

Broadband Action Workgroup Meeting

September 13, 2021



Allegan County
3283 122nd Ave
Allegan, MI 49010

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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: 832 8192 1146, then #, then # again
- Type in Meeting Password: 91321, 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/UCQIiZQstN2Pa57QAItAWdKA>
- 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/83281921146>
- Meeting Password: 91321

<Continue with the rest of the instructions>

STEP 2: Enter registration information

The screenshot shows the Zoom Webinar Registration page. The browser address bar displays 'zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtJEg'. The page title is 'Webinar Registration'. The registration details are as follows:

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

The registration form includes the following fields and elements:

- First Name * (Required information)
- Last Name *
- Email Address *
- Confirm Email Address *
- I'm not a robot (reCAPTCHA)
- Join Webinar in Progress button

Four blue arrows with white text provide instructions:

1. Enter name and email (points to the name and email fields)
2. Click this box (points to the 'I'm not a robot' checkbox)
3. Answer challenge question (points to the reCAPTCHA image grid)
4. Click when done. (points to the 'Join Webinar in Progress' button)

The footer contains navigation links for About, Download, Sales, and Support.

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

The screenshot displays a meeting interface with a black bar on the left side. A blue arrow labeled '1' points to a menu that appears when clicking the bar. The menu options are: 'Select a Speaker', 'Remote Audio' (checked), 'Same as System', 'Test Speaker & Microphone...', 'Leave Computer Audio', and 'Audio Settings...'. A blue arrow labeled '2' points from the 'Audio Settings...' option to the 'Settings' window. The 'Settings' window has a sidebar with 'Audio' selected. The main panel shows 'Speaker' set to 'Remote Audio' and 'Microphone' set to 'Test Mic'. Both have volume sliders. There are also checkboxes for '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', and 'Sync buttons on headset'. An 'Advanced' button is at the bottom right of the settings window.

269-673-4514
mthiele@allegancounty.org

Economic Development — Greg King, Director
ADMINISTRATIVE REPORTS:

DISTRICT 4
Mark DeYoung
816-318-9612
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.

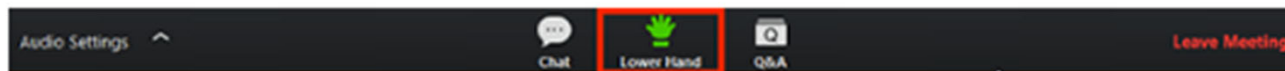
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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 window. 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 is an "Enter Full Screen" button. The main content area shows a Microsoft Word document titled "BOC20200409_agenda [Compatibility Mode] - Word" by "Steve Sedore". The document header 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 "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", and "ADMINISTRATIVE REPORTS". The document footer shows "PAGE 1 OF 2" and "251 WORDS". At the bottom of the Zoom window, the "Audio Settings" menu is open, showing "Chat", "Raise Hand", and "Q&A" options. A red "Leave Meeting" button is located in the bottom right corner, with a large blue arrow pointing to it.