

# 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>

**Jim Storey, Chairperson**  
**Gale Dugan, Vice Chairperson**

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## **BOARD PLANNING SESSION-AGENDA**

Thursday, December 10, 2020, @ 9:00AM

Virtual Meeting - Connectivity Instructions **Attached**

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

9:00AM

### **CALL TO ORDER:**

**OATH OF OFFICE:** Allegan County Clerk/Register Bob Genetski

**PRESENTATIONS:** 2020 Election Update

**ROLL CALL:**

**OPENING PRAYER:** Commissioner Gale Dugan

**PLEDGE OF ALLEGIANCE:**

**PUBLIC PARTICIPATION:**

**ADDITIONAL AGENDA ITEMS:**

**APPROVAL OF AGENDA:**

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

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

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

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

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

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

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### **DISCUSSION ITEMS:**

1. Boards & Commissions Appointments/Elections
2. Maintain Current Officers 2021
3. 2021/22 Board Planning
4. Administrative Update
5. CLOSED SESSION: County Administrator's Evaluation

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### **OTHER ITEMS:**

**PUBLIC PARTICIPATION:**

**ADJOURNMENT:** Next Meeting—Thursday, January 14, 2021, 9:00AM @ BOARD ROOM - COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.

#### **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

December 10, 2020

Connecting via Zoom Webinar



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

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# 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: 848 6742 6681, then #, then # again
- Type in Meeting Password: 121020, 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/84867426681>
- Meeting Password: 121020

<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 \*

reCAPTCHA challenge:

- Checkbox:  I'm not a robot
- Challenge: "Select all images with" (a grid of street scenes)
- Buttons: "Join Webinar in Progress" and "VERIFY"

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)

**Select a Speaker**

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

**Settings**

**Speaker** Test Speaker Remote Audio

Output Level: \_\_\_\_\_

Volume: ◀────────────────────────────────▶ (speaker icon)

**Microphone** Test Mic \_\_\_\_\_

Input Level: \_\_\_\_\_

Volume: ◀────────────────────────────────▶ (speaker icon)

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

**Economic Development — Greg King, Director**  
**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)

**DISTRICT 4**  
Mark DeYoung  
816-318-9612  
mdeyoung@allegancounty.org

269-673-4514  
mbiele@allegancounty.org

Audio Settings ^

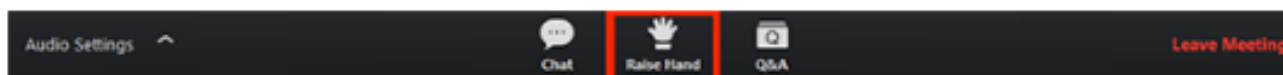
Chat Raise Hand Q&A

# 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.

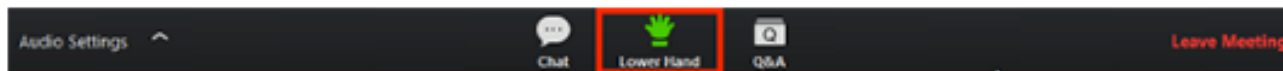
On bottom of screen.

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 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 bottom of the document viewer shows "PAGE 1 OF 2" and "251 WORDS". At the bottom of the Zoom window, there is a control bar with "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.