

# Allegan County Broadband Action Workgroup



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## **BROADBAND ACTION WORKGROUP – AGENDA**

Thursday, November 03, 2022 – 4PM

County Services Building, Board Room  
3283 122<sup>nd</sup> 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:** July 21, 2022

**REPORTS/UPDATES:**  
County Administrator  
Broadband Project Manager

- ROBIN (State ARPA Grant program) update
- Saugatuck Cell Site @ Mt. Baldhead

### **DISCUSSION ITEMS:**

1. RFP results –Allegan County Broadband Recommendation
2. Future meetings of the Broadband Action Workgroup

### **ACTION ITEMS:**

1. Approval of the Allegan County Broadband Recommendation

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### **PUBLIC PARTICIPATION:**

#### **ADJOURNMENT:**

Next Meeting scheduled for Thursday, November 16 @ 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 122<sup>nd</sup> 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: 2022, 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://us02web.zoom.us/j/85407468607?pwd=TFN5YkxpZVdSNDBpejllMmpSd1c4Zz09>
- Meeting Password: 2022

<Continue with the rest of the instructions>

# STEP 2: Enter registration information

Webinar Registration - Zoom

zoom.us/webinar/register/WN\_YneHxuk\_SjqfnMwchbtUEg

## Webinar Registration

Topic: BOC Meeting - 4/9/2020

Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)


\* Required information

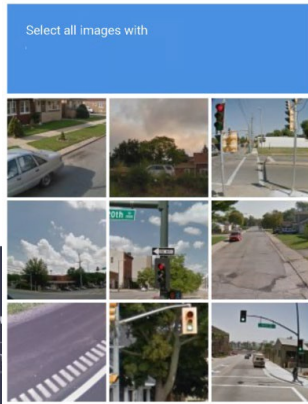
First Name \*

Last Name \*

Email Address \*

Confirm Email Address \*

I'm not a robot  reCAPTCHA Privacy - Terms

Select all images with 

reCAPTCHA VERIFY

US Dollars

Language: English

Current Location: United States

Footer:

- 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' sliders for both speaker and microphone are visible. The 'Automatically adjust volume' checkbox is checked. The 'Advanced' button is 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

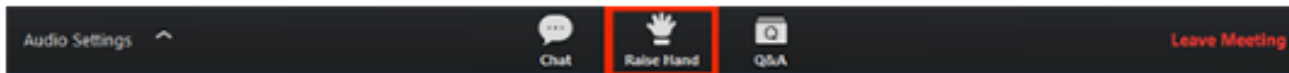
Chat Raise Hand Q&A

# STEP 5: Raise hand to be recognized to speak.

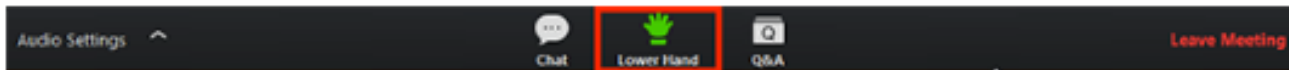
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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 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 are window control buttons and an "Enter Full Screen" button. The main content is a document viewer displaying 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 County Services Building (3283 - 122nd Avenue, Allegan, MI 49010) and the Board Chairperson (Jim Storey) and Vice Chairperson (Gale Dugan). The document title is "BOARD OF COMMISSIONERS MEETING - AGENDA". The agenda items are listed by district: DISTRICT 1 (Dean Kasperge), DISTRICT 2 (Jim Storey), DISTRICT 3 (Max R. Thiele), and DISTRICT 4 (Marilyn DeYoung). The agenda items include: 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, and CONSENT ITEMS. The document footer 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.