

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Meeting Minutes - Final

Tuesday, April 30, 2024

1:00 PM

**Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/49RUYwm>**

Diversity, Equity and Inclusion Committee

1. Call to Order

Chair Cunningham called the meeting to order at 1:01 p.m.

2. Pledge of Allegiance

Member Knizhnik led the Pledge of Allegiance.

3. Roll Call of Members

Present 5 - Member Altenberg, Vice Chair Campos, Chair Ross Cunningham, Member Knizhnik and Member Schlick

**Electronic Attendance: Member Schlick*

Member Schlick entered the meeting at 1:03 p.m.

Other Attendees

In Person:

*Sandy Hart, County Board Chair
Rachel Hawkins, County Administrator's Office
Keay Crandall, County Administrator's Office
Melissa Gallagher, Finance
ShaTin Gibbs, Finance
Mike Wheeler, Finance
Frank Pettis, Clean Power Lake County
Matt Meyers, County Administrator's Office
Patrice Sutton, County Administrator's Office
RuthAnne Hall, County Administrator's Office
Elizabeth Brandon, County Administrator's Office
Lisa Kritz, Health Department
Kevin Quinn, Communications
Tammy Chatman, Communications
Gabriela Ocampo, Health Department
Theresa Glatzhofer, County Board Office*

Electronically:

*Gina Roberts, Board Member
Kristy Cechini, County Board Office
Janna Philipp, County Administrator's Office
Jolanda Dinkins, County Board Office
Brittany Sloan, Public Works
Demar Harris, Workforce Development
Ruby Bahena, Finance
Mary Crain, Division of Transportation
Melanie Nelson, State's Attorney's Office*

Errol Lagman, Finance
Brea Barnes, Finance
Yvonne Mendoza, Finance
Alex Carr, Communications
Karen Fox, State's Attorney's Office
Bailey Wyatt, Communications

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chair's Remarks

Chair Cunningham noted that there will be four presentations today.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 [24-0494](#)

Committee action approving the Diversity, Equity and Inclusion Committee minutes from January 30, 2024.

Attachments: [DEI 1.30.24 Final Minutes](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Knizhnik, seconded by Member Altenberg, that these minutes be approved. The motion carried by the following voice vote:

Aye: 5 - Member Altenberg, Vice Chair Campos, Chair Ross Cunningham, Member Knizhnik and Member Schlick

REGULAR AGENDA

8.2 [24-0549](#)

Presentation on department efforts on diversity, equity, and inclusion initiatives.

Attachments: [DEI Committee - Finance DEI Activities Update SG v2](#)
[Lake County DEI Committee Presentation 2024.04.30](#)
[LCHD DEI presentation 2024](#)

ShaTin Gibbs, Central Financial Services Supervisor, and Melissa Gallagher, Interim Chief Financial Officer, provided a presentation regarding diversity, equity, and inclusion (DEI) initiatives from the Finance department. Discussion ensued.

Brittany Sloan, Engineering Supervisor, Public Works, provided a presentation regarding DEI initiatives from the Public Works Department. Discussion ensued.

Lisa Kritz, Director of Prevention, Health Department, and Gabriela Ocampo, Executive Assistant, Health Department, provided a presentation regarding DEI initiatives from the Health Department. Discussion ensued. Sandy Hart, County Board Chair, suggested that the Committee look into requiring staff who report to the County Administrator to take a mandatory cultural competency training. Discussion ensued.

8.3 [24-0550](#)

Presentation and discussion regarding Lake County's digital equity efforts.

Attachments: [Lake County Digital Growth Initiative](#)

Matt Meyers, Assistant County Administrator, introduced Keay Crandall, Digital Equity Manager, and Rachel Hawkins, Digital Equity Coordinator, who provided a presentation regarding Lake County's digital equity efforts. Discussion ensued.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

The Committee did not enter into Executive Session.

11. Member Remarks and Requests

Vice Chair Campos asked if the Committee was interested in directing staff to research mandatory Diversity, Equity, and Inclusion (DEI) training for County staff reporting to the County Administrator. The consensus of the Committee was to direct staff to research requiring mandatory DEI training for County staff reporting to the County Administrator. Patrice Sutton, County Administrator, noted that work is already on-going for a County-wide DEI initiative.

Vice Chair Campos noted that the Illinois Broadband Summit has a fee for attendance and asked if Board Members could attend and have the fee covered by the County. County Administrator Sutton and Matt Meyers, Assistant County Administrator, clarified that according to the Board Rules, Board Members can only attend three trainings/conferences per year and that trainings/conferences that are not already pre-approved in the Board Rules will need to go to the Board Chair for approval.

12. Adjournment

Chair Cunningham adjourned the meeting at 2:32 p.m.

Next Meeting: July 30, 2024

Minutes prepared by Theresa Glatzhofer.

Minutes were approved on July 30, 2024, by the Diversity, Equity and Inclusion Committee.

