

# Lake County Illinois

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



## Meeting Minutes - Final

Friday, April 28, 2023

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/40jr9QC>

**Special Committee on Broadband**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:** Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application.

Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

**Meeting:** Special Committee on Broadband (Subject line for written Public Comment)

**Topic or Agenda Item #:** (REQUIRED)

**Name:** (REQUIRED)

**Organization/Entity Represented:** (REQUIRED) ("Self" if representing self)

**Street Address, City, State:** (Optional)

**Phone Number:** (Optional)

**Email:** May be REQUIRED for remote attendance

**1. Call to Order**

*Chair Clark called the meeting to order at 8:31 a.m.*

**2. Pledge of Allegiance**

*Chair Clark led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 7 - Member Campos, Vice Chair Casbon, Chair Clark, Member Hunter, Member Kyle, Member Roberts and Member Schlick

*\*Electronic Attendance: Member Hunter*

*Other Attendees:*

*In Person:*

*Bailey Wyatt, Communications*

*Candace Browdy, Connect Lake County*

*Elizabeth Brandon, County Administrator's Office*

*Jennifer Brennan, Communications*

*Joe Monie, Public*

*Kevin Quinn, Communications*

*Matt Meyers, County Administrator's Office*

*Peggy Talbot, Connect Lake County*

*Stan Williams, Public*

*Tammy Chatman, Communications*

*Theresa Glatzhofer, County Board Office*

*Electronically:*

*Alex Carr, Communications*

*Frank Deuel, Public*

*James Hawkins, County Administrator's Office*

*Janna Philipp, County Administrator's Office*

*Jolanda Dinkins, County Board Office*

*Kristy Cechini, County Board Office*

*Mary Ross Cunningham, County Board Vice Chair*

*Mick Zawislak, Daily Herald*

*Patrice Sutton, Finance*

*Sonia Hernandez, County Administrator's Office*

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment (Items not on the agenda)**

*Public comment was provided in person by Stan Williams.*

**6. Chair's Remarks**

*Chair Clark gave an overview of the presentations and topics to be discussed at today's meeting.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business****CONSENT AGENDA (Item 8.1)****\*MINUTES\*****8.1 23-0628**

Committee action approving the Special Committee on Broadband minutes from March 3, 2023.

**Attachments:** [Broadband 3.3.23 Final Minutes](#)

**A motion was made by Member Roberts, seconded by Member Campos, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Vice Chair Casbon, Chair Clark, Member Hunter, Member Kyle, Member Roberts and Member Schlick

**REGULAR AGENDA****8.2 23-0650**

Introductory presentation providing the background and mission of Connect Lake County (formerly Connect Waukegan).

**Attachments:** [Lake County Board Update April 23](#)

*Peggy Talbot, Connect Lake County, gave a brief overview of the broadband-related issues present in Lake County. Ms. Talbot introduced Candace Browdy, who will soon become the new Executive Director of Connect Lake County. Ms. Talbot then gave a presentation regarding the work being done by Connect Lake County.*

*Discussion ensued.*

**8.3 23-0651**

Presentation on the results of an assessment of Lake County Broadband needs.

**Attachments:** [Broadband Research](#)

*Vice Chair Casbon gave a presentation regarding Lake County broadband needs assessment results, specifically pertaining to the Warren Township area.*

*Discussion ensued.*

*Chair Clark thanked Vice Chair Casbon for her presentation.*

**8.4 23-0652**

Discussion on a draft National Association of Counties (NACo) Policy Resolution regarding the Affordable Connectivity Program.

**Attachments:** [NACo - ACP Policy Resolution 042523 DRAFT](#)

*Matt Meyers, Assistant County Administrator, gave a brief summary of the process for*

*drafting and submitting National Association of Counties (NACo) policy resolutions. Assistant County Administrator Meyers introduced, Elizabeth Brandon, County Administrator's Office, who gave an overview of the draft NACo policy resolution regarding the Affordable Connectivity Program.*

*Discussion ensued.*

*The consensus of the Committee was to proceed with the NACo policy resolution as drafted. Assistant County Administrator Meyers noted that the item will be brought to the upcoming Legislative Committee meeting.*

*Chair Clark thanked Ms. Brandon for her research.*

**8.5 [23-0653](#)**

Discussion and review of available Affordable Connectivity Program outreach materials.

**Attachments:** [acp-flyer-i](#)

*Matt Meyers, Assistant County Administrator, explained that outreach materials regarding the Affordable Connectivity Program were created in multiple languages.*

*Discussion ensued.*

*The consensus of the Committee was to proceed with both digital and hard copy outreach materials for distribution to County residents.*

**9. County Administrator's Report**

*Matt Meyers, Assistant County Administrator, gave a brief update regarding hiring a planning consultant for the purpose of conducting a County-wide broadband connectivity assessment. Assistant County Administrator Meyers noted that County staff are in the process of conducting reference checks for a consultant. He also noted that further discussion about funding for the planning consultant will take place at the F&A Special Committee on COVID-19 Pandemic Recovery and Investment at 10:30 a.m. today.*

*Assistant County Administrator Meyers also thanked Connect Lake County for speaking at today's Special Committee on Broadband meeting.*

**10. Executive Session**

*The Committee did not enter into Executive Session.*

**11. Members' Remarks**

*There were no remarks from members.*

**12. Adjournment**

*Chair Clark declared the meeting adjourned at 10:08 a.m.*

**Next Meeting: June 2, 2023**

*Meeting minutes prepared by Theresa Glatzhofer.*