

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, July 25, 2023

1:00 PM

Assembly Room, 10th Floor or register for remote attendance at
<https://bit.ly/3rx9zwG>

Diversity, Equity and Inclusion Committee

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 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: Diversity, Equity and Inclusion Committee (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 Cunningham called the meeting to order at 1:02 p.m.

2. Pledge of Allegiance

Chair Cunningham led the Pledge of Allegiance.

3. Roll Call of Members

Present 3 - Vice Chair Campos, Chair Ross Cunningham and Member Knizhnik

Absent 2 - Member Altenberg and Member Schlick

Other Attendees:

In Person:

Alex Carr, Communications

Andrea Moore, Public

Celeste Flores, Public

Darcy Adcock, Human Resources

Gary Gibson, County Administrator's Office

Jim Hawkins, County Administrator's Office

Kevin Quinn, Communications

Renetrice Pierre, Public

Sandy Hart, County Board Chair

Tammy Chatman, Communications

Theresa Glatzhofer, County Board Office

Electronically:

Carlotta Roman, Lake County Workforce Development Board

Cassandra Hiller, County Administrator's Office

Chris Blanding, Enterprise Information Technology

Janna Philipp, County Administrator's Office

Kevin Hunter, Board Member

Krista Kennedy, Finance

Kristy Cechini, County Board Office

Matt Meyers, County Administrator's Office

Michael Wheeler, Finance

Patrice Sutton, Finance

Paul Frank, Board Member

RuthAnne Hall, Purchasing

Sonia Hernandez, County Administrator's Office

ShaTin Gibbs, Finance

Stephen Rice, State's Attorney's Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

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

There were no comments from the public.

6. **Chair's Remarks**

There were no Chair remarks.

7. **Unfinished Business**

There was no unfinished business to discuss.

8. **New Business**

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 **23-1043**

Committee action approving the Diversity, Equity and Inclusion Committee minutes from April 25, 2023.

Attachments: [DEI 4.25.23 Final Minutes](#)

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

Aye: 3 - Vice Chair Campos, Chair Ross Cunningham and Member Knizhnik

Absent: 2 - Member Altenberg and Member Schlick

REGULAR AGENDA

8.2 **23-1069**

Update on Lake County Staff workforce diversity.

Attachments: [Employee Demographics 7.21.2023](#)

Darcy Adcock, Assistant Human Resources Director, gave a presentation regarding demographic data for the employees and residents of Lake County.

Discussion ensued.

Public comment was provided by A. Moore.

8.3 **23-1070**

Presentation on current capabilities for translation, interpretation, and live transcription.

Attachments: [Translation, Interpretation and Live Transcription](#)

Public comment was provided by Renetrice Pierre.

Tammy Chatman, Chief Communications Officer, and Alex Carr, Deputy Communications Officer, gave a presentation regarding the current Lake County website accessibility capabilities.

Discussion ensued.

The consensus of the Committee was to request that staff research the cost of English and Spanish video translation options for Board and Committee meetings.

Discussion ensued.

8.4 [23-1071](#)

Committee discussion regarding the Draft Policy for the Lake County Employee Diversity, Equity and Inclusion Calendar.

Attachments: [DEI Calendar Policy DRAFT 7.21.2023](#)

Jim Hawkins, Deputy County Administrator, gave background regarding previous Committee discussion about the Diversity, Equity and Inclusion Calendar and draft policy.

Discussion ensued.

The consensus of the Committee was to ask staff to research world religions to potentially add an additional recognition to the calendar.

9. County Administrator's Report

Jim Hawkins, Deputy County Administrator, reported that County Administration staff is taking part in the strategic planning process and will ensure that diversity, equity and inclusion remains part of that conversation.

10. Executive Session

The Committee did not enter into Executive Session.

11. Members' Remarks

There were no remarks from members.

12. Adjournment

Chair Cunningham adjourned the meeting at 2:24 p.m.

Next Meeting: October 31, 2023

Minutes prepared by Theresa Glatzhofer.