

Lake County Illinois

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



Agenda Report - Final

Tuesday, January 30, 2024

1:00 PM

**Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/426BEJI>**

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 through an electronic conferencing application (register via the link on the front page of the agenda).

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

PUBLIC COMMENT:

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will 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
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 **24-0120**

Committee action approving the Diversity, Equity and Inclusion Committee minutes from October 31, 2023.

Attachments: [DEI 10.31.23 Final Minutes](#)

REGULAR AGENDA

8.2 **24-0133**

Recap of 2023 Vendor Outreach and presentation of multi-year spend analysis.

8.3 **24-0134**

Joint resolution approving the Lake County Board and Committee Meeting Caption and Subtitle Policy.

- On October 31, 2023, the Diversity, Equity and Inclusion (DEI) Committee provided direction to County Administration and the Communications Division to draft a policy that establishes minimum requirements for providing English captions and Spanish subtitles for Lake County Committee and Board meetings.
- The intent of this policy is by Fiscal Year 2025 to provide viewers at least one option to enable English captions and Spanish subtitles on either a live or recorded Lake County Board Committee and Board Meeting that is available for viewing online.
- Use of automated captions and subtitles generated by artificial intelligence was authorized and preferred by the DEI Committee.
- Automated captions and subtitles are not to be considered official transcription or translation of the meeting. Caption and subtitle errors are to be expected.

Attachments: [Caption and Subtitle Policy PROPOSED 1-30-2024](#)

- 9. County Administrator's Report
- 10. Executive Session
- 11. Member Remarks and Requests
- 12. Adjournment

Next Meeting: April 30, 2024