

Lake County Illinois

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



Meeting Minutes - 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

1. Call to Order

Chair Cunningham called the meeting to order at 1:00 p.m.

2. Pledge of Allegiance

Chair Cunningham led the Pledge of Allegiance.

3. Roll Call of Members

Present 3 - Member Altenberg, Chair Ross Cunningham and Member Schlick

Absent 2 - Vice Chair Campos and Member Knizhnik

Other Attendees:

In Person:

Sandy Hart, County Board Chair

Paul Frank, Board Member

Alex Carr, Communications

Jim Hawkins, County Administrator's Office

Kevin Quinn, Communications

Melissa Gallagher, Finance

Patrice Sutton, County Administrator's Office

RuthAnne Hall, Purchasing

Tammy Chatman, Communications

Theresa Glatzhofer, County Board Office

Electronically:

Linda Pedersen, Board Member

Abby Krakow, Communications

Demar Harris, Workforce Development

Janna Philipp, County Administrator's Office

JazMine' Evans, Finance

Jennifer Serino, Workforce Development

Kristy Cechini, County Board Office

Matt Meyers, County Administrator's Office

Michael Wheeler, Finance

Sonia Hernandez, County Administrator's Office

ShaTin Gibbs, Finance

Stacy Davis-Wynn, Purchasing

Stephen Rice, State's Attorney's Office

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 this is the first Diversity, Equity and Inclusion meeting of 2024.

7. Unfinished Business

There was no unfinished business to discuss.

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](#)

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

Aye: 3 - Member Altenberg, Chair Ross Cunningham and Member Schlick

Absent: 2 - Vice Chair Campos and Member Knizhnik

REGULAR AGENDA

8.2 [24-0133](#)

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

Attachments: [DEI Committee Supplier Diversity Presentation FINAL](#)

Melissa Gallagher, Interim Chief Financial Officer, and RuthAnne Hall, Purchasing Agent, gave a presentation regarding 2023 vendor outreach and provided a multi-year spend analysis.

Discussion ensued.

8.3 [24-0134](#)

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

Attachments: [Caption and Subtitle Policy FINAL as APPROVED on 2-20-2024 \(24-0134\)](#)

[Caption and Subtitle Policy FBA 2-20-2024](#)

[DEI Committee 2024 Captions and Subtitles Presentation](#)

Tammy Chatman, Chief Communications Officer, and Alex Carr, Deputy Communications Officer, provided an overview of options related to providing captions and subtitles at County meetings. Jim Hawkins, Deputy County Administrator, then

provided an overview of the proposed Lake County Board and Committee Meeting Caption and Subtitle Policy.

Discussion ensued.

A motion was made by Member Schlick, seconded by Member Altenberg, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 3 - Member Altenberg, Chair Ross Cunningham and Member Schlick

Absent: 2 - Vice Chair Campos and Member Knizhnik

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

There were no remarks or requests from members.

12. Adjournment

Chair Cunningham adjourned the meeting at 1:37 p.m.

Next Meeting: April 30, 2024

Minutes prepared by Theresa Glatzhofer.

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