

# Lake County Illinois

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



## Meeting Minutes - Final

Friday, January 13, 2023

8:30 AM

Assembly Room, 10th Floor or register to virtually attend at  
<http://bit.ly/3QtoXTj>

**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 8:32 a.m.*

**2. Pledge of Allegiance**

*Chair Clark led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Kyle, Member Roberts and Member Schlick

**Absent** 1 - Member Hunter

*\*Electronic Attendance: Member Campos*

*\*Member Hunter was unable to attend the Committee meeting in person and did not meet the criteria for electronic attendance. Even though he was able to attend via electronic means and participated in Committee discussions, he must be marked as absent.*

*Other Attendees:*

*In Person:*

*Abby Krakow, Communications*

*Alex Carr, Communications*

*Elizabeth Brandon, County Administrator's Office*

*Gary Gibson, County Administrator's Office*

*Idalys Rios, County Administrator's Office*

*Jennifer Brennan, Communications*

*Jim Hawkins, County Administrator's Office*

*Kevin Quinn, Communications*

*Matt Meyers, County Administrator's Office*

*Sandy Hart, County Board Chair*

*Tammy Chatman, Communications*

*Theresa Glatzhofer, County Board Office*

*Electronically:*

*Brenda O'Connell, Planning, Building and Development*

*Cassandra Hiller, County Administrator's Office*

*Eric Tellez, Planning, Building and Development*

*Eric Waggoner, Planning, Building and Development*

*Frank Deuel, Public*

*Gavin Good, Chicago Tribune*

*Janna Philipp, County Administrator's Office*

*Jolanda Dinkins, County Board Office*

*Kevin Hunter, Board Member*

*Kristy Cechini, County Board Office*

*Linda Pedersen, Board Member  
Maria Castellanos, Finance  
Mary Ross Cunningham, County Board Vice Chair  
Matt Coleman, GIS  
Michael Wheeler, Finance  
Mick Zawislak, Daily Herald  
Patrice Sutton, Finance  
Paul Frank, Board Member  
RuthAnne Hall, Purchasing  
Stephen Rice, State's Attorney's Office  
Susan August, Purchasing*

**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**

*Chair Clark welcomed everyone to the first Special Committee on Broadband meeting and stated the importance of the topic of broadband. Chair Clark also noted that the mission of the Committee is to develop a vision and plan for high speed internet access for the residents of Lake County.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**REGULAR AGENDA**

**8.1 [23-0138](#)**

Presentation regarding broadband programs and funding opportunities.

**Attachments:** [Broadband Programs-Funding 011323](#)

*Matt Meyers, Assistant County Administrator, introduced Elizabeth Brandon, FOIA Coordinator. Ms. Brandon gave a presentation regarding the value of broadband internet. Ms. Brandon identified the unserved and underserved broadband internet areas within Lake County. Ms. Brandon also outlined the funding opportunities available for expanding accessibility to broadband internet in Lake County.*

*Discussion ensued.*

**8.2 [23-0139](#)**

Committee discussion and possible action on next steps for connectivity in Lake County.

*Matt Meyers, Assistant County Administrator, requested discussion and consensus from*

*the Committee regarding the next steps for broadband internet connectivity improvements in Lake County. Assistant County Administrator Meyers noted that it is an option to utilize American Rescue Plan Act (ARPA) funding to put out a request for proposal (RFP) for a broadband consultant to do a broadband analysis and provide recommendations for goals and plans for implementation for the County.*

*Discussion ensued.*

**A motion was made by Vice Chair Casbon, seconded by Member Kyle, to provide direction to staff to proceed with a request for proposal (RFP) and determine an appropriate funding source for a broadband analysis consultant for the County. The motion carried by the following voice vote:**

**Aye:** 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Kyle, Member Roberts and Member Schlick

**Absent:** 1 - Member Hunter

## **9. County Administrator's Report**

*Matt Meyers, Assistant County Administrator, thanked Elizabeth Brandon, FOIA Coordinator, for her hard work collecting and presenting broadband information for the Committee.*

## **10. Executive Session**

*The Committee did not enter into Executive Session.*

## **11. Members' Remarks**

*Vice Chair Casbon explained the inequities she has noticed in local broadband accessibility which sparked her interest in the subject. Vice Chair Casbon also thanked Chair Hart, for creating this Special Committee, and staff, for their hard work and support of this initiative.*

*Member Roberts thanked Vice Chair Casbon for her advocacy and leadership.*

*Gary Gibson, County Administrator, thanked Matt Meyers, Assistant County Administrator, and Elizabeth Brandon, FOIA Coordinator, for their hard work. County Administrator Gibson also wished Abby Krakow, Associate Communications Specialist, a happy birthday.*

*Chair Clark noted that future Special Committee on Broadband meetings will occur once a month on Fridays at 8:30 a.m.*

## **12. Adjournment**

*Chair Clark declared the meeting adjourned at 9:44 a.m.*

**Next Meeting: February 3, 2023**

*Meeting minutes prepared by Theresa Glatzhofer.*