

**Lake Consolidated Emergency Communications (LakeComm)**



**LakeComm Member Board of Directors  
Minutes - Final**

**Wednesday, November 20, 2024**

**2:30 PM**

**Special Meeting**

**LOCATION: Central Permit Facility (2<sup>nd</sup> FL)  
500 W. Winchester Road Libertyville, IL**

**1. Call to Order**

- Pledge of Allegiance

*Chair Timony called the meeting to order at 2:30 p.m. and led the Pledge of Allegiance.*

**2. Roll Call of Members**

*Lake County Operations and Program Coordinator Janna Philipp did a roll call of members.*

*Members Present:*

*County of Lake – Matt Meyers, Deputy County Administrator  
Village of Antioch - Geoff Guttschow, Village Administrator  
First Fire Protection District of Antioch - Jon Cokefair, Fire Chief  
Countryside Fire Protection District - Bruce Brown, Board President  
Village of Fox Lake - Donny Schmit, Village President  
Fox Lake Fire Protection District - James Wipper, Board Secretary  
Village of Gurnee - Patrick Muetz, Village Administrator  
Greater Round Lake Fire Protection District - George Steinberg, Board President  
Village of Island Lake - Jennifer Paulus, Chief of Police  
Village of Lake Villa - Mike Strong, Village Administrator - LakeComm Secretary  
(entered meeting at 2:35 pm)  
Village of Lake Zurich – Thomas Poynton, Mayor  
Village of Mundelein – Lynne Monroe, Assistant County Administrator  
City of North Chicago – Greg Jackson, Chief of Staff  
Village of Round Lake - Brandy Schroff, Village Administrator - LakeComm Treasurer  
Village of Round Lake Beach - Scott Hilts, Village Administrator  
Village of Round Lake Park - Daniel Burch, Chief of Police  
Village of Vernon Hills - Kevin Timony, Village Manager - LakeComm Chair  
Village of Wauconda - Allison Matson, Village Administrator  
Wauconda Fire Protection District - Bill Hogan, Board President*

*Members Absent:*

*Beach Park Fire Protection District  
Village of Hawthorn Woods  
Lake Villa Fire Protection District  
Newport Township Fire Protection District  
Village of Round Lake Heights  
City of Zion*

*Others present:**Chas Buschick, Wauconda FPD, Deputy Chief**Dan Eder, Lake County EMA**Don Hansen, Mundelein**Janna Philipp, Lake County**Jason Seeley, Mundelein Police, Chief**Joe Miller, Ottosen, DiNolfo, Hasenbalg & Castaldo Ltd.**Kristy Eckles, Countryside FPD**Michael Sheedy, Winthrop Harbor**Nichol Whitfield, CenCom**Patrick Kane, Wauconda FPD, Fire Chief**Steve Bolinski, Kildeer Police, Chief**Steven Winnecke, LCETSB**Taryn Sofie, Cencom***3. Approval of Minutes**

- 3.1.** Member Board action approving the minutes from the October 16, 2024 LakeComm Member Board of Directors meeting.

***Attachments:*** LakeComm Member Board 10.16.24 Final Minutes (pg. 3)

**A motion was made by Member Jackson, seconded by Member Muetz, that these minutes be approved. The motion carried unanimously by voice vote.**

**4. Public Comment**

*There were no comments from the public.*

**5. Reports**

- 5.1.** Treasurer’s Report – October 2024

***Attachments:*** LakeComm Financials Oct-24 (pg. 10)

*Treasurer Schroff reported on the October 2024 financials and provided an update on the funding and transfer of the PCC funds.*

- 5.2.** Update on Executive Director Recruitment

*Chair Timony provided an update on the Executive Director recruitment. Chair Timony explained that the application period closed at the end of October and 54 applications were submitted. Chair Timony explained that MGT reviewed the applications and selected nine for additional screening, and five were selected by the interview team for the first round of interviews to be held November 21, 2024, with the finalists to be interviewed by the Executive Committee in closed session*

*December 3, 2024. At the December 11, 2024 Executive Committee meeting, the committee will approve the Executive Director recommendation to be submitted to the Member Board December 18, 2024 meeting for approval and an anticipated Executive Director start date of January 2025.*

## **6. Unfinished Business**

*There was no unfinished business to discuss.*

## **7. New Business**

- 7.1.** Resolution authorizing the adoption and execution of an addendum to the Intergovernmental Agreement establishing Lake Consolidated Emergency Communications (LakeComm) approving and admitting the Village of Kildeer as a LakeComm member agency.

**Attachments:** R-2024-015 (pg. 14)

R-2024-015 Exhibit A (pg. 17)

**A motion was made by Member Nickles, seconded by Member Hogan, that this resolution be approved. The vote carried unanimously by roll call vote.**

## **8. Member Remarks**

*Treasurer Schroff mentioned the Budget Hearing that will be presented at the next Executive Committee meeting to discuss the tentative FY26 Budget.*

*Chair Timony thanked everyone for coming out for the special meeting.*

## **9. Adjournment**

**A motion was made by Treasurer Schroff, seconded by Member Burch, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Timony adjourned the meeting at 2:39 p.m.**

**\*\*\*Next LakeComm Member Board meeting December 18, 2024\*\*\***