

**Lake Consolidated Emergency Communications (LakeComm)**



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

**Wednesday, December 18, 2024**

**2:30 PM**

**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 2:32 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 – Patrice Sutton, County 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 – Lynn Soderlund, Board President  
Village of Gurnee - Patrick Muetz, Village Administrator  
Greater Round Lake Fire Protection District - George Steinberg, Board President  
Village of Kildeer – Michael Talbett, Chief Village Officer  
Village of Lake Villa – Rochelle Tisinai, Chief of Police  
Village of Lake Zurich – Steve Husak, Chief of Police  
Village of Mundelein – Lynne Monroe, Assistant County Administrator  
Newport Township Fire Protection District – Mark Kirschhoffer, Fire Chief  
City of North Chicago – Lazaro Perez, Chief of Police  
Village of Round Lake - Brandy Schroff, Village Administrator - LakeComm Treasurer  
Village of Round Lake Beach - Scott Hilts, Village Administrator  
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:**

Village of Antioch  
Beach Park Fire Protection District  
Village of Hawthorn Woods  
Village of Island Lake  
Lake Villa Fire Protection District  
Village of Round Lake Heights  
Village of Round Lake Park  
City of Zion

Others present:

Alicia Conradi, Gurnee

Bryan Nicholson, Lake County EMA

Chas Buschick, Wauconda FPD, Deputy Chief

Dan Eder, Lake County EMA

Don Hansen, Mundelein

Janna Philipp, Lake County

Jason Seeley, Mundelein Police, Chief

John Kavanagh, Gurnee, Fire Chief

John Kelly, Ottosen, DiNolfo, Hasenbalg & Castaldo Ltd.

Kristy Eckles, Countryside FPD

Lindsay Szafran, FoxComm

Marissa Nowakowski, LCETSB

Matt Meyers, Lake County

Molly Jones, Gurnee

Nichol Whitfield, CenCom

Patricia Koesling, Gurnee

Paul Voyda, LCETSB

Steven Winnecke, LCETSB

### 3. Approval of Minutes

- 3.1. Member Board action approving the minutes from the November 20, 2024 LakeComm Member Board of Directors meeting.

***Attachments:*** LakeComm Member Board 11.20.24 Final Minutes (pg. 3)

**A motion was made by Member Muetz, seconded by Member Brown, 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. Executive Committee Report

*Chair Timony provided a brief report of the LakeComm Executive Committee, including the public hearing and review of the LakeComm FY26 Budget that will be brought to the Member Board in January for approval, updates from the working groups, the JETSB of Lake County plan update, the approved meeting schedule and the recommended appointment of Jason Kern as the new LakeComm Exec. Director. Don Hansen, Interim JETSB of Lake County 9-1-1 System Manager, distributed call handling agreements to be signed for the application.*

## 5.2. Treasurer’s Report – November 2024

**Attachments:** [LakeComm November Treasurer’s Report \(pg. 7\)](#)

*Treasurer Schroff reported on the November 2024 financials and provided updated information on the fund balance.*

## 6. Unfinished Business

*There was no unfinished business to discuss.*

## 7. New Business

### 7.1. Resolution appointing Jason E. Kern as the Lake Consolidated Emergency Communications (LakeComm) Executive Director.

**Attachments:** [R-2024-016 \(pg. 14\)](#)

[R-2024-016 Memo to Member Board RE Appointment \(pg. 16\)](#)

[R-2024-016 Kern Resume \(pg. 17\)](#)

[R-2024-016 Kern Signed Offer Letter \(22\)](#)

*Chair Timony provided a background on the recruitment process for hiring an Executive Director. Chair Timony thanked Mark Hornstein of MGT, Zion Police Chief Eric Barden and Gurnee Fire Chief John Kavanagh from the interview team, Secretary Strong, Treasurer Schroff, and the Executive Committee for all their help getting to this point.*

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

### 7.2. 2025 Member Board of Directors Meeting Schedule

**Attachments:** [2025 Member Board of Directors Meeting Schedule \(pg. 24\)](#)

**A motion was made by Member Perez, seconded by Member Soderlund, that the meeting schedule be approved. The vote carried unanimously by voice vote.**

## 8. Member Remarks

*Treasurer Schroff thanked Chair Timony for his leadership and all of his work supporting the transition.*

*Chair Timony noted all of the accomplishments during 2024.*

**9. Adjournment**

**A motion was made by Treasurer Schroff, seconded by Member Sutton, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Timony adjourned the meeting at 2:45 p.m.**

**Next Regular Meeting: January 15, 2025 at 2:30 pm at the Central Permit Facility (2nd FL) 500 W. Winchester Road Libertyville, IL**