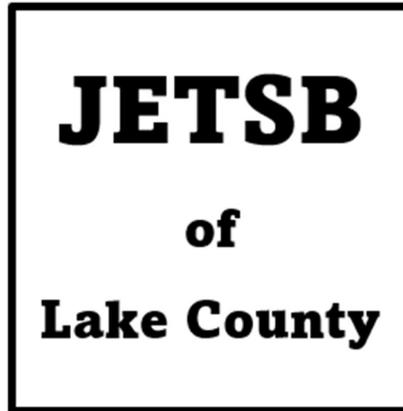


*Joint Emergency Telephone System Board (JETSBS) of Lake County*



**JETSBS of Lake County  
Agenda Report - FINAL**

**Wednesday, August 13, 2025**

**2:00 PM**

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

**1. Call to Order**

- Pledge of Allegiance

**2. Roll Call of Members**

**3. Approval of Minutes**

**3.1.** Board action approving the Joint ETSB of Lake County meeting minutes from April 9, 2025.

***Attachments:*** JETSB of LC 4.9.25 Final Minutes (page 3)

**4. Public Comment**

**5. Unfinished Business**

**6. New Business**

**6.1.** Board action authorizing the Chair to sign/execute MOUs with any and all of the 22 municipalities listed in Attachment A.

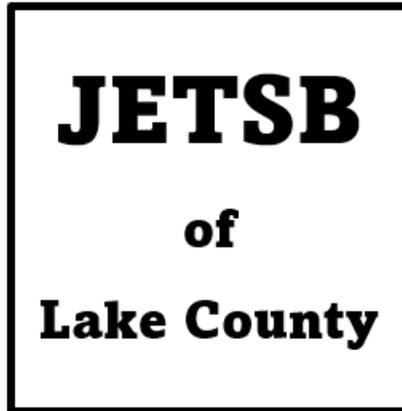
***Attachments:*** Board Action Summary & Attachment A (page 7)  
JETSB MOU Packet for State of IL (07.2025) (9)

**7. Member Remarks**

**8. Adjournment**

**Next Regular Meeting: September 10, 2025, location to be determined.**

*Joint Emergency Telephone System Board (JETSBS) of Lake County*



**JETSBS of Lake County  
Minutes - FINAL**

**Wednesday, April 9, 2025**

**2:00 PM**

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

**1. Call to Order**

- Pledge of Allegiance

*Chair Hunter called the meeting to order at 2:00 p.m. and led the Pledge of Allegiance.*

**2. Roll Call of Members**

*Secretary Matt Meyers did a roll call of members.*

*Members Present:*

*Lake County - Kevin Hunter, Lake County Board Member (JETSB of LC Chair)  
Lake County - Matt Meyers, Deputy County Administrator (JETSB of LC Secretary)  
LakeComm Administrator or Mayor - Mike Strong, Administrator, Lake Villa  
LakeComm Executive Director – Jason Kern  
Fire Chiefs Association - Chuck Smith, Chief Countryside Fire Protection District  
(JETSB of LC Vice Chair)*

*Members Not Present:*

*LakeComm Administrator or Mayor - Scott Nickles, Mayor, Round Lake Beach  
Citizen at Large - Kevin Woodside  
Chiefs of Police Association - Jason Seeley, Chief, Mundelein  
LakeComm Fire Protection District - William Hogan, Wauconda Fire Protection  
District*

*Others Present:*

*Anne Harper, Lake Zurich  
Aaron M. Rendon, IBEW Local 150  
Brian Gosnell, Gurnee  
Chas Buschick, Wauconda Fire, Deputy Chief  
Dan Eder, LC EMA  
Don Hansen, Mundelein  
Erica Wells, Gurnee  
Janna Philipp, Lake County  
Joe Willems, Vernon Hills  
John Kavanagh, Gurnee Fire Chief  
John Kelly, Ottosen, DiNolfo, Hasenbalg & Castaldo Ltd.  
John Malcolm, Hawthorn Woods  
Kate Reinhard, LCETSB*

*Kristy Eckles, Countryside  
Lindsay Szafran, FoxComm  
Marissa Nowakowski, LC ETSB  
Molly Jones, Gurnee  
Nichol Whitfield, CenCom  
Pat Muetz, Gurnee  
Patricia Koesling, Gurnee  
Steve Husak, Lake Zurich PD, Chief  
Steven Winnecke, LCETSB*

**3. Approval of Minutes**

**3.1.** Board action approving the Joint ETSB of Lake County meeting minutes from March 12, 2025.

***Attachments:*** JETSB of LC 3.12.25 Final Minutes (page 3)

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

**4. Public Comment**

*There were no comments from the public.*

**5. Unfinished Business**

*There was no unfinished business to discuss.*

**6. New Business**

**6.1.** Board action approving the 2025 JETSB of Lake County meeting time to 2:00 p.m.

*Chair Hunter explained that there was discussion at the last meeting to permanently change the meeting start time to 2:00 p.m.*

**A motion was made by Member Smith, seconded by Member Strong that this item be approved. The motion carried unanimously by roll call vote.**

**6.2.** Resolution authorizing the approval of an Investment Policy for the Joint Emergency Telephone System Board of Lake County.

***Attachments:*** JETSB-R-2025-004 Resolution (page 7)  
JETSB-R-2025-004 Exhibit A (page 9)

*LakeComm Executive Director Jason Kern explained that the JETSB of Lake County has a separate bank account and separate tax identification number, and this will be*

*a separate investment policy. It is the same policy as LakeComm but has been updated for the JETSBS of Lake County.*

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

**6.3.** Resolution authorizing the opening of bank accounts and the signing of signature cards on behalf of the Joint Emergency Telephone System Board of Lake County.

***Attachments:*** JETSBS-R-2025-005 Resolution (page 19)

*LakeComm Executive Director Jason Kern noted that this will allow the opening of the bank account and signature cards for the Executive Director, the Chair and the Treasurer.*

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

## **7. Member Remarks**

*There were no remarks from members.*

## **8. Adjournment**

**A motion was made by Member Smith, seconded by Member Kern, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Hunter adjourned the meeting at 2:06 p.m.**

**Next Regular Meeting: May 14, 2025 at 2:00 pm at the Central Permit Facility  
(2nd FL) 500 W. Winchester Road Libertyville, IL**

# JOINT EMERGENCY TELEPHONE SYSTEM BOARD OF LAKE COUNTY

## BOARD ACTION SUMMARY

August 13, 2025

**Agenda Location:** New Business

**Topic:**

**Attachment(s):** Cover Letter to Municipalities  
Memorandum of Understanding

**Background:**

On January 29, 2025, the JETSB of Lake County approved the 911 Consolidation Plan which was subsequently filed with the State of Illinois on January 30, 2025. During the technical review over the past several months several clarifications, edits, or additions have been requested and returned to the State promptly. In May 2025, the State then asked for an executed agreement with numerous communities that were not included in the initial packet. Over the next few months, we've worked with the State to determine the appropriate agreement format and which entities needed to execute said agreement. That Memorandum of Understanding (MOU) was finalized and sent to the communities listed in ATTACHMENT A in July 2025.

A majority of those municipalities have signed or placed the approval on an upcoming board meeting agenda.

**Previous Board Action:** Approval of the 9-1-1 Consolidation Plan (JETSB-R-2025-003) on January 29, 2025

**Recommendation:** Approve a Motion to allow the Chair to sign/execute MOUs with any and all of the 22 municipalities listed.

**JOINT EMERGENCY TELEPHONE SYSTEM BOARD  
OF LAKE COUNTY**

**BOARD ACTION SUMMARY**

**ATTACHMENT A**

Antioch  
Beach Park  
Deer Park  
Green Oaks  
Hainseville  
Hawthorn Woods  
Island Lake  
Kildeer  
Lake Barrington  
Lake Villa  
Lake Zurich  
Lakemoor  
Long Grove  
Mettawa  
North Barrington  
Old Mill Creek  
Port Barrington  
Riverwoods  
Third Lake  
Volo  
Wadsworth  
Wauconda

JOINT EMERGENCY TELEPHONE SYSTEM BOARD  
OF LAKE COUNTY

July 10, 2025

Municipal Official(s):

The Joint Emergency Telephone System Board of Lake County (JETSBS of Lake County) was established on October 9, 2024, to better support 9-1-1 communications and emergency dispatching throughout Lake County. This entity effectively and efficiently consolidated the Lake County, Northeast Lake County, Joint Central Lake County, Vernon Hills, CenCom, and Fox Lake ETSBs. Those seven (7) ETSBs have all taken official action to dissolve and to join the new JETSBS. Currently, This JETSBS will support the LakeComm and Lake County Sheriff's dispatch centers.

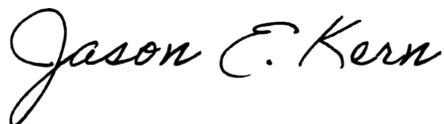
As part of the consolidation of 9-1-1 Emergency Communications Centers (ECCs) and Emergency Telephone System Boards (ETSBs) throughout Lake County appropriate documentation had previously been submitted to the State of Illinois.

Recently, the State has modified some document requirements as part of that plan submission and specifically asked that each Village/City that was a member of the Lake County ETSB sign a Memorandum of Understanding (MOU), attached to this correspondence, acknowledging the transition.

In an effort to return documentation to the State of Illinois in a timely fashion, we ask that you sign the MOU as soon as possible. With the varied municipal meetings schedules and processes, we would appreciate if you'd update us on the timing and intent of your municipality's return of the State's MOU.

Please contact me with any questions via e-mail at [Jason.kern@lakecomm911.org](mailto:Jason.kern@lakecomm911.org) or phone (815) 687-2821.

Regards,



Jason E. Kern, CPE  
9-1-1 System Manager  
Joint Emergency Telephone System Board of Lake County

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE JOINT EMERGENCY TELEPHONE SYSTEM BOARD OF LAKE COUNTY AND  
THE VILLAGE (CITY) OF \_\_\_\_\_**

This Memorandum of Understanding (MOU) is entered into by and between **the Joint Emergency Telephone System Board (JETSBS) of Lake County**, an Illinois Emergency Telephone System Board, and the \_\_\_\_\_, a municipal corporation within Lake County.

1. Purpose

The purpose of this MOU is to clearly identify the intentions of the parties as they relate to Lake County’s dissolution of the existing Lake County Emergency Telephone System Board (ETSB) and the creation of the Joint Emergency Telephone System Board (JETSBS) of Lake County,

2. Background

The Village (City) was included in the County’s 9-1-1 System Referendum on or about January 9, 1990. Subsequently, a new JETSBS was established on October 9, 2024, to serve as the entity responsible for providing 9-1-1 emergency telephone services. This JETSBS will serve the Village (City) of \_\_\_\_\_ for the purpose of providing 9-1-1 services; ensuring compliance with all applicable state and federal regulations; and coordinate operations with public safety answering points (PSAPs) and other emergency services. Subsequently, the County voted to dissolve the Lake County ETSB on April 8, 2025.

3. Acknowledgements

- a. That the Village (City) of \_\_\_\_\_ acknowledges that the Lake County Board has agreed to dissolve the Lake County Emergency Telephone System Board and join the Joint Emergency Telephone System Board of Lake County for the provision of 9-1-1 service to the area previously served by the Lake County Emergency Telephone System Board.
  
- b. That the Village (City) of \_\_\_\_\_ agrees that the provision of 9-1-1 service to its residents shall be by and under the authority of the Joint Emergency Telephone System Board of Lake County unless the VILLAGE (CITY) has entered into an intergovernmental agreement with another emergency telephone system board for the provision of 9-1-1 service.

3. The Emergency Telephone System Act (50 ILCS 750) and the Illinois Administrative Code Title 83, Part 1324, 1325 and 1326 and other state and Federal statutes are not impacted by this MOU.

4. The 911 Administrator shall be notified when there are any modifications to or terminations of this MOU.

5. Signatures

This MOU shall take effect upon the date of the last signature below.

**JOINT EMERGENCY TELEPHONE SYSTEM BOARD OF LAKE COUNTY**

By: \_\_\_\_\_

Chairman, Joint Emergency Telephone System Board of Lake County

Date: \_\_\_\_\_

**VILLAGE (City)** \_\_\_\_\_

By: \_\_\_\_\_

President, \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Clerk, \_\_\_\_\_

(With Village (City) Seal Affixed)

Date: \_\_\_\_\_