

**Lake Consolidated Emergency Communications (LakeComm)**



**LakeComm Executive Committee**

**Minutes - FINAL**

**Wednesday, June 11, 2025**

**2:30 PM**

**LOCATION: Central Permit Facility (2nd 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:*

*Chair: Kevin Timony – Village Manager, Village of Vernon Hills*

*Vice Chair: Bill McKinney – Mayor, City of Zion*

*Lake County: Patrice Sutton - Lake County Administrator*

*Municipal Manager: Greg Jackson - Chief of Staff, City of North Chicago*

*Fire Chiefs Association: Ed Lescher - Fire Chief, Fox Lake Fire Protection District*

*Chiefs of Police Association: Jason Seeley - Chief of Police, Mundelein*

*Members absent:*

*Fire Protection District: Member TBD*

*Others Present:*

*Treasurer: Brandy Schroff - Village Administrator, Village of Round Lake*

*Alicia Conradi, Gurnee*

*Chas Buschick, Wauconda Fire, Deputy Chief*

*Colin Gaffney, Lake Zurich, Deputy Chief*

*Don Hansen, Mundelein*

*Heather Cipolla, Lake Zurich*

*Janna Philipp, Lake County*

*Jason Kern, LakeComm Executive Director*

*Joe Miller, Ottosen, DiNolfo, Hasenbalg & Castaldo Ltd.*

*J. Kevin Hunter, Lake County Board Member*

*Lindsay Szafran, FoxComm*

*Marissa Nowakowski, LC ETSB*

*Matt Meyers, Lake County*

*Nichol Whitfield, CenCom*

*Patricia Koesling, Gurnee*

*Thai Jamieson, Vernon Hills*

### 3. Approval of Minutes

- 3.1. Committee action approving the LakeComm Executive Committee minutes from April 9, 2025.

**Attachments:** LakeComm Exec 4.9.25 Final Minutes (pg. 3)

**A motion as made by Member Lescher, seconded by Member McKinney, that these minutes be approved. The motion carried unanimously by roll call vote, with Chief Seeley abstaining.**

- 3.2. Committee action approving the Special LakeComm Executive Committee minutes from April 23, 2025.

**Attachments:** LakeComm Exec Special 4.23.25 Final Minutes (pg. 8)

**A motion as made by Member Seeley, seconded by Member Sutton, 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. Financial Report

**Attachments:** 2025.05 LakeComm Financial Report (pg. 12)

*Treasurer Brandy Schroff did not have any comments regarding the report.*

- 5.2. Executive Director Update

*Executive Director Kern provided updates to the Committee on staffing progress, training timelines, and the Application for 9-1-1 Consolidation Plan status. He stated the target opening is now mid-August. Discussion ensued.*

*Executive Director Kern also reported there is a new vacancy for the Fire District appointment on the JETSB of Lake County and the LakeComm Executive Committee that he is working on. Discussion ensued.*

### 6. Unfinished Business

*There was no unfinished business.*

## 7. New Business

### 7.1. Resolution Approving a Lease with the Village of Lake Zurich for a Backup Emergency Communications Center.

**Attachments:** [R-2025-009 \(pg. 17\)](#)  
[R-2025-009 Exhibit A \(pg. 19\)](#)  
[Backup ECC building diagram \(pg. 29\)](#)

*Executive Director Jason Kern explained the terms of the lease agreement with the Village of Lake Zurich for a backup Emergency Communications Center. Once staff is moved over there will be some renovation and it will accommodate 16 positions. Discussion ensued about page 3, section 2a and whether it should state the ETSB or LakeComm shall reimburse Lake Zurich for the remodeling, and clarification on the noted "Section 1, c)" language. Attorney Joe Miller stated he will get clarification on that before the MBOD meeting. Executive Director Kern stated he will get and provide the bid amount.*

**A motion as made by Member Sutton, seconded by Member Jackson, that this resolution be recommended to the Member Board for approval. The motion carried unanimously by roll call vote.**

### 7.2. Approval for the Execution of a Multi-Year Contract with Priority Dispatch Corp for EMD/EFD.

**Attachments:** [Memo \(pg. 30\)](#)  
[Quote \(pg. 31\)](#)

*Executive Director Jason Kern explained the multi-year contract with Priority Dispatch Corp for Emergency Medical Dispatch and Emergency Fire Dispatch protocols. He noted that this is a budgeted item, and they are looking at a five-year agreement. They are looking at a five year agreement due to the discount provided for that term.*

**A motion as made by Member Lescher, seconded by Vice Chair McKinney, that this item be recommended to the Member Board for approval. The motion carried unanimously by roll call vote.**

## 8. Member Remarks

*Member Jackson thanked Executive Director Kern for his assistance.*

**9. Adjournment**

**A motion was made by Vice Chair McKinney, seconded by Member Seeley, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Timony adjourned the meeting at 2:59 p.m.**

**Next Regular Meeting: July 9, 2025, location to be determined.**