

Lake Consolidated Emergency Communications (LakeComm)



**LakeComm Executive Committee
Meeting Minutes – Approved**

Wednesday, October 8, 2025

2:30 PM

**Or 10 minutes after the conclusion of the
JETSBS of Lake County meeting, whichever is later.**

LOCATION:

**Regional Operations and Communications Facility (ROC)
656 W. Winchester Rd.
Libertyville, IL
Central Training Room**

1. Call to Order

Chair Timony called the meeting to order at 2:33 p.m.

2. Roll Call of Members

LakeComm Secretary Mike Strong did a roll call of members.

Members present:

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

Lake County: Patrice Sutton - Lake County Administrator

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

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

Members absent:

Vice Chair: Bill McKinney – Mayor, City of Zion

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

Fire Protection District: VACANT Position

Others present:

John Kelly, Ottosen, DiNolfo, Hasenbalg & Castaldo Ltd

Jason Kern, LakeComm Executive Director

Brandy Schroff, LakeComm Treasurer

3. Approval of Minutes

3.1. Committee action approving the LakeComm Executive Committee minutes from September 10, 2025.

Attachments: LakeComm Exec 9.10.25 Final Minutes (pg. 3)

A motion was made by Member Seeley, seconded by Member Sutton, to approve the minutes as presented. The motion carried unanimously by voice vote.

4. Public Comment

There were no comments from the public.

5. Reports

5.1. Financial Report

Attachments: 2025.09 LakeComm Financial Report (pg. 6)

Chair Timony introduced the Financial Report for September, and requested any questions or comments on the report. Hearing none, Chair Timony moved on to the next item.

5.2. Executive Director Update

Director Kern provided an update to the Committee on the status of the transition plan and go-live process for the Center. He provided an update on the hearing that took place with the State Advisory Board and stated that the Board approved the consolidation plan without objection. He added that there would be a phased transition over a two-week period, beginning at with Lake Zurich on October 28th, and finishing with Gurnee on November 6th.

Member Sutton inquired as to when Lake County Sheriff Department calls would begin to be taken by the Center. Mr. Kern stated that calls outside of jurisdictions would begin with those outside of Lake Zurich on October 28, and follow for the rest of the communities thereafter.

6. Unfinished Business

There was no unfinished business.

7. New Business

7.1. Recommendation of Executive Committee Member Appointments

Attachments: Board Action Summary (pg. 12)

Director Kern presented a recommendation for Committee appointments for 2025, which were originally appointments for one year to allow for future appointments to run on staggered terms. He stated that the Lake County Representative, Police Chief Association Representative, Fire/EMS Chief Association Representative, and Fire Protection District President/Trustee positions were up for reappointment. He added that the Fire Protection District President/Trustee position was the only appointed position that was not elected and/or appointed by an Association or Board. He presented the recommended candidates to the Committee, including the following:

Lake County Representative – Patrice Sutton (through April 30, 2027)

Police Chief Association Representative – Chief Jason Seeley (through April 30, 2027)

Fire/EMS Chief Association Representative – Chief Ed Lescher (through April 30, 2027)

Fire Protection District President or Trustee – George Steinberg (through April 30, 2026)

A motion was made by Member Lescher, seconded by Member Sutton, to recommend approval to the Board of Directors the appointment of Patrice Sutton, Jason Seeley, Ed Lescher, and George Steinberg to the Executive Committee of the LakeComm Board of Directors per the terms presented. The following voted “Aye”: Chair Timony, Members Sutton, Seeley and Lescher. The following voted “Nay”: none. 4-Ayes, 0-Nays, motion carried.

7.2. Recommendation of JETSB Member Appointments

Attachments: Board Action Summary (pg. 14)

Director Kern presented a recommendation for JETSB member appointments which were specified to expire in 2025, which included representation from Lake County, LakeComm staff, Police Chief Association, and the Fire/EMS Chief Association. He reviewed recommended candidates to the Committee, including the following:

Lake County Representative – J. Kevin Hunter (through April 30, 2027)

LakeComm Executive Director or Staff – Jason Kern (through April 30, 2027)

Police Chief Association Representative – Chief Jason Seeley (through April 30, 2027)

Fire/EMS Chief Association Representative – Chief Chuck Smith (through April 30, 2027)

Fire Protection District President or Trustee – George Steinberg (through April 30, 2026)

Discussion ensued regarding the appointments, and Member Lescher stated that confirmation of acceptance of the appointment had not been received by Mr. Steinberg. Attorney Kelly suggested that the matter be tabled until confirmation of the appointment could be received.

The Committee chose not to take action on the agenda item.

7.3. Personnel Manual Approval

Director Kern reviewed the personnel manual developed for LakeComm and provided an overview of sections that he had received questions on relative to compensatory time, sick leave, other scrivener amendments that he intended to make, along with information on insurance programs offered through IPBC, LakeComm’s insurance brokerage.

Chair Timony asked questions regarding the manual and its interplay with the collective bargaining process. Attorney Kelly reviewed the union process and procedures for bargaining.

Director Kern added that the manual was developed using various language and policies that were derived from area dispatch centers and stated it was consistent with what existing agencies have established.

A motion was made by Member Seeley, seconded by Member Lescher, to recommend approval of the LakeComm Personnel Manual. The following voted “Aye”: Chair Timony, Members Sutton, Seeley and Lescher. The following voted “Nay”: none. 4-Ayes, 0-Nays, motion carried.

8. Member Remarks

There were no member remarks made.

9. Adjournment

motion was made by Member Lescher, seconded by Member Sutton, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Timony adjourned the meeting at 2:55 p.m.

Next Regular Meeting: November 12, 2025 at the Regional Operations and Communications Facility.