

**Lake Consolidated Emergency Communications (LakeComm)**



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

**Wednesday, June 18, 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**

*LakeComm Secretary Mike Strong 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  
Village of Fox Lake - Donny Schmit, Village President  
Fox Lake Fire Protection District – Lynn Soderlund, Board President  
Village of Gurnee - Patrick Muetz, Village Administrator  
Village of Hawthorn Woods – John Malcolm, Director of Public Safety/Interim Police Chief  
Village of Island Lake –Jennifer Paulus, Chief of Police  
Village of Kildeer – Steve Balinski, Chief of Police  
Village of Lake Villa – Mike Strong, Village Administrator  
Village of Lake Zurich – Steve Husak, Chief of Police  
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  
Village of Wauconda – Jeff Sode, Mayor  
Wauconda Fire Protection District – Curt Hanselman, Fire Chief*

*Members Absent:*

*Village of Antioch  
Beach Park Fire Protection District  
Countryside Fire Protection District  
Greater Round Lake Fire Protection District  
Village of Mundelein  
Lake Villa Fire Protection District  
Village of Round Lake Heights  
Village of Round Lake Park  
City of Zion*

*Others Present:*

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*Heather Cipolla, Lake Zurich*

*Anne Harper, Lake Zurich*

*Pat Kreis, Vernon Hills PD, Chief*

*Jason Seeley, Mundelein Police, Chief*

*Don Hansen, Mundelein*

*Patricia Koesling, Gurnee*

*Molly Jones, Gurnee*

*Lindsay Szafran, LakeComm*

*Matt Meyers, Lake County*

*Nichol Witfield, CenCom*

*Kristy Eckles, Countryside*

*Taryn Sofie, LakeComm*

*Chas Buschick, Wauconda Fire, Deputy Chief*

*J. Kevin Hunter, Lake County*

*Jason Kern, LakeComm Executive Director*

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

**3. Approval of Minutes**

**3.1.** Member Board action approving the minutes from the April 16, 2025 LakeComm Member Board of Directors meeting.

***Attachments:*** LakeComm Member Board 4.16.25 Final Minutes (pg. 3)

**A motion was made by Member Schroff, seconded by Member Balinski, 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. 8)

*There were no presentations, comments or questions on the Financial Report.*

**5.2. Executive Director Report**

*Executive Director Jason Kern updated the Board on various topics, including recruitment and staffing efforts, the progress on the ROC building, the 9-1-1 Consolidation Plan, and the overall transition plan for the Agency. He mentioned*

*that staff are working closely with the State Administrator to finalize the consolidation plan. Due to some delays and additional requirements from the State, they aim for a mid-August transition period, depending on how quickly the Agency can meet those requests.*

## **6. Unfinished Business**

*There was no unfinished business to discuss.*

## **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. 13)  
R-2025-009 Exhibit A (pg. 15)  
Backup ECC building diagram (pg. 25)

*Executive Director Kern provided background to the Board relating to the use of the Lake Zurich communications facility as a backup center in the event the ROC is not viable for use by LakeComm. He reviewed various terms of the Lease, including the length, terms and scope of improvements that are required to support staff workspaces, shared spaces, server room, and additional supporting facility improvements for LakeComm usage. He stated that the item was reviewed by the Executive Committee, which recommended approval of the Lease, subject to some additional clarifications. Attorney Miller provided context into those amendments, which related to covering costs for the improvements in the event Lake County ETSB is dissolved prior to the completion of necessary improvements.*

**A motion was made by Member Perez, seconded by Member Perez, to recommend approval of Resolution 2025-009 Approving a Lease with the Village of Lake Zurich for a Backup Emergency Communications Center. The following voted “Aye”: Members Sutton, Cokefair, Schmit, Soderlund, Muetz, Malcolm, Paulus, Balinski, Strong, Husak, Kirschhoffer, Perez, Schroff, Nickles, Timony, Sode, Hanselman. The following voted “Nay”: none. The following voted “Abstain”: none. 16-Ayes, 0-Nays, 0-Abstention. motion carried.**

## **8. Member Remarks**

*Chair Timony reminded the Board about the upcoming Ribbon Cutting Ceremony for the Regional Operations and Communications Facility that would take place on Friday, June 27 at 3pm.*

**9. Adjournment**

**A motion was made by Member Perez, seconded by Member Nickles, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Timony adjourned the meeting at 2:44 p.m.**

**Next Regular Meeting: July 16, 2025 at 2:30 pm at a location to be determined.**