

**LakeComm**

Lake Consolidated  
Emergency Communications

# 6.1 Transition Manager Update

**September 11, 2024**

# LakeComm Members 2024

<b>Approved IGA: Member Agencies</b>
County of Lake
Village of Antioch
First Fire Protection District of Antioch
Beach Park Fire Protection District
Countryside Fire Protection District
Village of Fox Lake
Fox Lake Fire Protection District
Village of Gurnee
Greater Round Lake Fire Protection District
Village of Island Lake
Lake Villa Fire Protection District
Village of Lake Zurich
Village of Mundelein
City of North Chicago
Village of Round Lake
Village of Round Lake Beach
Village of Round Lake Park
Village of Vernon Hills
Wauconda Fire Protection District
City of Zion
Village of Lake Villa
Village of Wauconda
Village of Round Lake Heights (July 30)
Newport Township Fire Protection District (August 20)

**24 LakeComm  
Member Agencies  
as of August 20<sup>th</sup>**

# LakeComm Prospective Agencies

## By Public Safety Department



Current as of 08.20.2024

### 13 of 15 Fire/EMS Agencies

PSAP	Fire Agency
CenCom	● Antioch Fire Protection District
CenCom	● Greater Round Lake Fire Protection District
FoxCom	● Fox Lake Fire Protection District
FoxCom	● Lake Villa Fire Protection District
LZ	● Lake Zurich Fire/Rescue Department
LZ	● Wauconda Fire Protection District
Mundelein	● Mundelein Fire Department
Mundelein	● North Chicago Fire Department
Mundelein	● Winthrop Harbor Fire Department
NLCC-ETSB	● Beach Park Fire Protection District
NLCC-ETSB	● Gurnee/WWFPD Fire Department
NLCC-ETSB	● Newport Fire Protection District*
NLCC-ETSB	● Zion Fire/Rescue Department
VH	● Countryside Fire Protection District
VH	● Libertyville Fire Department

### 15 of 22 Law Enforcement Agencies

PSAP	Police Agency
CenCom	● Antioch Police
CenCom	● Round Lake Police
CenCom	● Round Lake Beach Police
CenCom	● Round Lake Heights Police
CenCom	● Round Lake Park Police
FoxCom	● Fox Lake Police
FoxCom	● Lake Villa Police
FoxCom	● Lakemoor Police
FoxCom	● Park City Police
LZ	● Hawthorn Woods Police
LZ	● Island Lake Police
LZ	● Kildeer Police
LZ	● Lake Zurich Police
LZ	● Tower Lakes Police
LZ	● Wauconda Police
Mundelein	● Mundelein Police
Mundelein	● North Chicago Police
Mundelein	● Winthrop Harbor Police
NLCC-ETSB	● Gurnee Police
NLCC-ETSB	● Zion Police
VH	● Libertyville Police
VH	● Vernon Hills Police

● Lake County



- LakeComm IGA Approved
- LakeComm IGA Approval Expected
- Unknown Status of LakeComm IGA
- Decision to Not Join LakeComm

Approved LakeComm IGAs represent 28 individual public safety departments as well as Lake County

# Transition Budget Summary

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- **FY25 Revenue: \$3,050,000**
  - **\$3,000,000 from Loans**
    - In \$1,000,000 increments approved by the Exec. Committee
  - **\$50,000 Transfer from PCC**
  
- **FY25 Expenses: \$2,760,000**
  - **\$1,450,000 for Personnel**
  - **\$567,000 for Benefits**
  - **\$56,000 for Commodities**
  - **\$597,000 for Contractuals**
  - **\$90,000 for Capital**

# Transition Plan & Timeline



PHASE 1  
Q1/Q2 2024  
EXEC DIRECTOR NOT  
HIRED YET

- **Hiring Exec Director (or Interim) is priority**
- Socialize IGA #2 & JETSB IGA
- Review & Decide Recommendations
- Establish HR for LakeComm
- Establish Transition Team
- Technology Transition & Implementation
- ROC Facility Outfitting
- **LakeComm cost sharing model socialized / finalized.**



PHASE 2  
Q3/Q4 2024 TO  
SUBSTANTIAL BUILDING  
COMPLETION

- **Execute IGA #2 JETSB IGA**
- Review & Decide Recommendations
- **Establish Governance Boards**
- **Transition Plan** Developed & Approved
- Talk Group Consolidation Planning
- **LakeComm Transition Team Implemented**
- 5 Year Strategic Plan
- Prepare / Submit Consolidation Plan
- Staffing Plan/ Recruiting
- SOP Drafts
- Finalize Technology Transition



PHASE 3  
Q1/Q2 2025  
PRE-CUTOVER

- **Building Occupancy**
- **LakeComm set up**
- **Testing & Training**
- Cutover Activities
- Member Board & Exec Committee Actions
- **PSAP Consolidation Plan Approval**
- Staff recruiting, hiring & training
- ROC Facility Testing & Acceptance
- Each **PSAP Cutover Plan** developed
- **Go/No Go Decision** for LakeComm Cutover - Operations & Technology
- ROC Facility Occupancy



PHASE 4  
CUTOVER

- Board Member & Exec Committee Actions
- **First PSAPs Go Live**
- **System Review & Issues Reporting**
- Prep for Go Live #2



POST CUT OVER

- Continued issue reporting, review and resolution
- Shared learning from findings



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- ~~Establish Transition Team~~
- ~~Technology Transition & Implementation~~
- ~~ROC Facility Outfitting~~
- ~~LakeComm cost sharing model finalized~~

## PHASE 2

Q3/Q4 2024

TO SUBSTANTIAL BUILDING COMPLETION

- ~~Execute IGA #2 JETSB IGA~~
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# LakeComm Actions

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## Completed

- ✓ Bylaws
- ✓ Officers
- ✓ Establish Executive Committee
- ✓ Transition Manager
- ✓ Regular meeting schedule
- ✓ Legal
- ✓ Transition funding / IGA for loans
- ✓ Transition (FY25) budget
- ✓ Website contract (*LakeComm911* domain)
- ✓ Insurance (basic)
- ✓ EIN received
- ✓ IMRF application
- ✓ Executive Director recruitment contract

## In work

- Hire Executive Director
- Website (by end of September)
- LakeComm JETSB members
  - Citizen at large
- Shared Services IGA
- ROC lease agreement
- FY26 budget
- 457 plan
- Hiring plan
  - Personnel policies
  - Innovative hiring pathways

# Standing Chief's Advisory Committees

## From LakeComm Bylaws

The Standing Chief's Advisory Committees include a Law Enforcement (LE) Chiefs Advisory Committee and a separate Fire/EMS Chiefs Advisory Committee. Each Chief's Advisory Committee shall consist of:

- a. The respective Chief of Department, or designee, for each Member Agency.
- b. The LE Chief and the Fire Chief appointed to the Executive Committee shall Chair the respective LE Chiefs Advisory Committee and Fire/EMS Chiefs Advisory Committee.

The LE and Fire/EMS Advisory Committees shall;

- a. Meet on, or during the week of, the first Wednesday of the month at the standard time agreed to by the Fire/EMS Advisory Committee and at the standard time agreed to by the LE Advisory Committee.
- b. Review written directives of the Executive Director regarding standard operating procedures concerning Law Enforcement dispatching, Fire/EMS dispatching, and equipment utilization regarding the computer systems and the communications systems. Any concerns raised by Committee members that are not addressed by the Executive Director may be submitted to the Executive Committee for review.
- c. In concert with the Executive Director, provide oversight and direction regarding short- and long-range planning issues, future needs relative to computer systems and communications systems, statistical reporting documents, additional service needs and agency and inter-agency relationships.
- d. To form subcommittee(s) as needed from time to time to assist in the oversight and monitoring of operations and/or to deal with special issues or needs. Upon creation, a Chairman shall be named for a two-year term. The membership of a project-based subcommittee shall serve for the duration of the project. The membership of all other subcommittees shall be limited to serve a term of four years, or until a replacement is found.
- e. To assist LakeComm from time to time in lobbying legislators (State and Federal) and/or State or Federal Agencies on issues affecting public safety, in particular emergency dispatching and communications systems and airwaves (Federal Communications Commission).

**Fire / EMS Advisory Committee: Wednesday, October 2, 1:00 p.m.**

**Law Enforcement Advisory Committee: Wednesday, October 2, 2:30 p.m.**

**Location: Lake County Public Works Maintenance Conference Room**



# Working Group Updates

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- **PSAP Directors**
  - **Operations, Procedures, & Policy Standards**
- **Technology**
- **Facility (ROC & Backup)**
- **HR & Personnel**
- **Finance & Budget**
  - **Contracts & Purchasing**
- **COOP (Reduced Scope)**
- **JETSB**

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