

MINUTES OF COURTHOUSE SECURITY MEETING OF FEBRUARY 21, 2014

Call to Order

The Courthouse Security Committee was called to order on February 21, 2014 at 8:04 am by Judge Storck.

Roll Call

Members in attendance were Judge Storck, Judge Sciascia, Lynn Hron, James Ketchem, Kurt Klomberg, Russ Kottke, Greg Vollan, John Nehls, Mary Ann Miller, Steve Seim, Bernie Mueller, and Mark Jeranek.

Approval of Minutes

Motion to approve the minutes of November 1, 2013 by Miller, 2nd by Ketchem, Motion Carried.

Courthouse employees carrying pepper spray

Judge Sciascia heard on disruptive users of the court system, potential problems associated with them, and whether employees should be allowed to carry pepper spray. He was advised by the Sheriff that employees would need to be sprayed with it prior to being allowed to carry it. The current policy was reviewed. Different types of pepper spray was discussed along with the effectiveness of them. Vollan feels that security should be left to Court Security as they are the trained professionals. Judge Sciascia is heard on rooms in the courthouse that Court Security doesn't have quick access to. Discussion by the group as to required and ongoing training for staff. Request for the employees to carry pepper spray is now withdrawn by Judge Sciascia.

Appleton Security Conference

There is a team from Dodge County attending the Security Conference on March 4, 5, and 6. The team includes Judge Sciascia, Kurt Klomberg, Greg Vollan, Michelle Kenning and James Ketchem.

Run, Hide, Fight Video

Lt. Ketchem reports on the Run, Hide, Fight Video that he believes should be shown to all courthouse employees. The video will be shown at the April monthly courthouse meeting along with a follow up from the Security Conference.

Courthouse Security Training

Judge Storck reports on the December courthouse monthly meeting where security was the topic. The use of the paging system was discussed in the event of an emergency.

Completion of Security Improvements

Judge Storck reports that the Security Station was reinforced/hardened at a total cost of \$9,343.00, including installation. He also advises that new microphone stands are now in all the courtrooms and the drawers have been removed from the counsel tables in all courtrooms. We have 2 portable duress alarms that were purchased in the 2013 budget and are being carried by the bailiffs. The removal of knives in the courthouse has been accomplished.

Potential Security Improvements for 2014

John Nehls reports that the estimate to install FOB locks on the holding cell doors was \$2,000.00 per door for a total of \$8,000.00. The cost could be less if they can get the type of cards they're looking at. Motion to have the maintenance department order and install cards for the best price available by Vollan, 2nd by Ketchem. Motion carried.

The handicapped window in the Clerk of Courts Office was discussed as a security risk. Hron advised that recently a child came through the window and was running around the office causing a disturbance. Hron and John Nehls will discuss options to secure the window(s).

FOB access to the back hallways cannot be done. Maintenance has it on a list to do reverse locks for the judge's doors.

Cameras in the back hallway behind the courtrooms are on hold at this time.

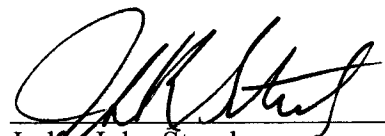
Judge Sciascia heard on the procedure for taking someone into custody from a courtroom. Discussion held regarding judges asking for security when they believe someone will be taken into custody. Columbia County uses codes for that process. One idea would be for us to assign colors to different security concerns. Lt Ketchem reminds everyone that messages to court security need to be specific as to the security issue so they can appropriately respond.

Panic Alarm Response Time

Discussion held as to the panic alarm response time and when the alarms should be pressed.

Next Meeting

The next Security Committee meeting is set for Friday, May 2nd, 2014 at 9:00 am after the Law Enforcement meeting in the DA Conference Room, Dodge County Justice Facility.



Judge John Storck



Lynn Hron, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.