

MINUTES OF THE COURTROOM SECURITY AND FACILITIES MEETING OF OCTOBER 5, 2018

Call to Order

The Courthouse Security Committee was called to order on October 5, 2018 at 9:15 am by Judge Sciascia.

Roll Call

Members in attendance were: Judge Sciascia, Shelby Brandsma, Russ Freber, Lynn Hron, Kurt Klomberg, Russell Kottke, James Mielke, Mary Ann Miller, Bernie Mueller, John Nehls, Peggy Novak, Dale Schmidt, Steve Seim, Rick Storzer, Greg Vollan.

Others in Attendance: Eugene Wurtz.

Public Comment

There was no public comment.

Approval of Minutes

Motion by Kottke to approve the minutes of the August 3, 2018 meeting, 2nd by Miller, Motion Carried.

Review membership/reassign members to sub-committees

New member Dustin Beck will be added to the Policy Committee and Amy Nehls to the Training Committee. Other committee members will remain as previously assigned.

Committee Reports

Policy and Procedure committee has not met recently but will schedule a meeting soon. There is no major revision in policies that have taken place but the policies will be reviewed.

Training options for January and the cost associated with the training

Mueller advises that the Training Committee met on Oct 1 and have several options for training. One option is CPR Stop the Bleed at a cost of \$40/person by the Mayville EMS. Brandsma offers that her research found there is a cost associated with all training. Having designated First Responders from each floor was discussed. Amy Nehls should be the contact person to set up this type of training. Freber advises he has an employee that has training from Juneau EMS who could possibly train other employees. If this were to take place Mielke suggests a donation be made to the Juneau EMS. Freber will look into getting a supply list from the Stop the Bleed program for staff to have on hand.

Mueller reviews Fire Extinguisher training that was being considered. New member Dustin Beck has taken over some of former Lt Ketchem's duties and should look into this.

De-escalation Training is another possible training that could be conducted by someone from Human Services.

Building tours for staff discussed. It was the consensus that department heads should make sure their employees have had a tour of the building including all exists before Martin Luther King Jr Day 2019. Freber will have his staff assist. This should be done every year.

Dementia Friendly information was provided by Miller with a discussion held regarding it.

Mielke will speak with Becky Bell about having a De-escalation presentation at a future Management Council meeting.

Incident Reports

There have been no Incident Reports since the last meeting.

Report on the scheduling of preliminary hearings

Hron reports that the scheduling is going well with no issues. Legal representation of parties is discussed by Judge Sciascia and Klomberg. The judges are working on ways to eliminate risks to staff and the public.

Attendance at the Courthouse Security Conference in 2019

Judge Pfitzinger plans on attending the conference unless he has a jury trial going on. Schmidt will ask Beck to attend. Miller would like to attend. Mielke offers that when the agenda comes out attendees can be discussed.

Calendar and any updates

The meetings for 2019 will be held on Feb 1, May 3, Aug 2, and Oct 4.

New business

Miller attended a Securing County Buildings presentation at the WCA Conference and advised that Dodge County is already doing what is being recommended for county buildings.

Freber advises that there are funds budgeted for 2019 to move the doors by the security station to the other side of the glass wall to eliminate the congestion that occurs by the scanner.

Things to do before the next meeting

Confirm with Master Control at the jail that they will be doing the All Call for weather emergencies.

Each department will do a tour of the building for emergency exists.

Back and Nehls being assigned to their respective committees.

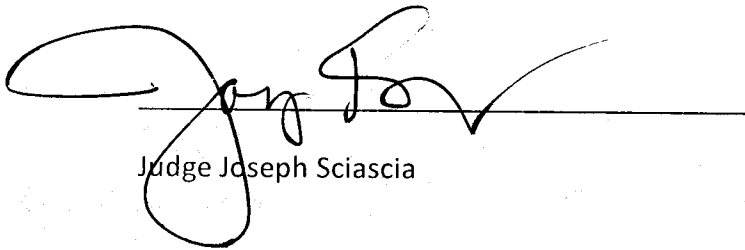
Finalize attendees to the 2019 Security Conference.

Finalize the January courthouse training.

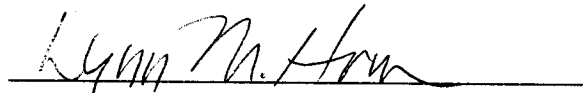
Date, time, and location of next meeting

The next meeting of the Courtroom Security and Facilities Committee will take place following the Judicial and Public Protection Committee meeting on February 1, 2019 at 9:15 am in Room 3038C of the Dodge County Justice Facility, 210 W. Center Street, Juneau, Wisconsin.

Motion by Miller to adjourn, 2nd by Schmidt. Meeting adjourned at 9:53 am



Judge Joseph Sciascia



Lynn Hron, Secretary

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