

SECURITY COMMITTEE MEETING

April 6, 2016

Minutes

Location: Room 60 in the Courthouse

Next Meeting: July 27, 2016 in Room 60 of the Courthouse.

Committee Members Present: Judge Karen Seifert, Clerk of Courts Melissa Pingel, Lieutenant Bill Anthes, Family Court Commissioner Lisa Krueger, State Public Defender Linda Meier, Facilities Director Mike Elder, Sheriff John Matz, District Attorney Christian Gossett, Victim Witness Coordinator Terri VanDellen, District Court Administrator Jon Bellows, and County Board Vice Chairman Bill Roh and Chairman David Albrecht.

Others Present: Mike Norton, Harold Singstock, Paul Eisen and Corporation Counsel John Bodnar.

- I **Minutes:** The minutes from the last meeting were approved by the Committee.

- II. **Agenda:** There as a discussion of whether the Security Committee should produce and post an agenda for committee meetings. Corporation Counsel (CC) John Bodnar was at the meeting to answer questions with regard to this issue. CC Bodnar explained that the Courthouse Security Committee meeting is not subject to Open Meetings Laws. He further explained the problem is not with an agenda being posted by the Security Committee, the issue is with quorums of County Board members attending the Courthouse Security Meetings without an agenda. Jon Bellows asked if a general agenda was posted would that suffice; CC Bodnar explained that whatever agenda is posted needs to be followed if there was a quorum of County Board Committees present. CC Bodnar was comfortable with how this particular meeting was posted with the new phrasing at the bottom of the notice that was drafted by his office recently for those members that formed quorums, so long as the Committee kept to the agenda items. The DA indicated he did not believe that it was proper for quorums of the P&F Committee, the Judiciary Committee and Facilities Committee to be at the meeting without noticing their committees. There was also disagreement about how this issue was even raised, by the DA or by the County Board members on the committee. The matter has been turned over to the Attorney Generals' office for investigation. Judge Seifert has talked to the AG's office and has asked for an opinion before the next Committee meeting. Judge Seifert said for the time being we will keep an agenda until we hear from the AG's office. She encouraged the County Board members to call the AG's office to discuss their concerns.

III. Report by the subcommittee:

- a. **Policy/practice regarding use of the building by outside parties day/night:** The consensus is that only the County Board will be using the Courthouse after hours.
- b. **Use of the tunnel to access the building :** Sheriff Matz reported he is fine with those in the Orrin King building using the tunnels to access the Courthouse.
- c. **Policy regarding knives/weapons, boxcutters, kitchen knives:** The County may need to pass an ordinance with regard to banning knives in the Courthouse.
- d. **Who will be screened:** Sheriff Matz went over the best practices and the best practices indicate that staff and Judicial Officials should have their own separate entrances. There was a discussion about how that could be done while also complying with ADA requirements. Also, the WCSO will be doing another time/person count for those coming to the Courthouse, as well as doing the same study on the Public Safety building. County Executive Mark Harris was not at this meeting so for now the committee will table this until next meeting. Also, Chairman Albrecht questioned whether the City of Oshkosh may do their own Municipal Court. This would impact the County revenue as roughly half the tickets processed by the Courts now are from the City of Oshkosh. Melissa Pingel let the group know that she has been contacted several times by the City of Oshkosh and the Police Department about this matter to obtain numbers and financial information with regard to these tickets. No one knows a timeline at this time, however there does seem to be pressure to form the Municipal Court.

V. Status Of Courthouse Security Progress: Mike Elder let the Committee know that the Project is currently out for bid with bids due the week of April 12th. Mike Elder did meet with department heads when the Consultants were here to get a rough draft of the spatial needs. It will be a couple weeks before the Departmental move project goes out to bid. Jon Bellows told the group that the Chief Judge has approved the plan to build the Security Center as well as move forward with the Department moves.

VI. Security Conference Report: Melissa Pingel reported to the group that the Security Conference held in Appleton in March 2016 was a great conference, the conferences seem to get better each year. She also indicated that next year the Committee should encourage other staff like Court Assistants or Judicial Assistants, as well as a member of the Judiciary and the County Board to attend next year. The past several years the State has given teams from Counties grants to attend the conference so it does not add much in the form of cost to the County.

VII. Report on Active Shooter Training February 20, 2016: Lt Anthes reported that the Active Shooter Training held in the Courthouse was a success.

VIII. Report on Verbal Judo training in January for Courthouse employees: Lt Anthes and Melissa Pingel reported that the training was well received and well attended.

IX. Committee contact list: Melissa Pingel sent around a Membership Contact List for those members present to double check their information. Also, Tom Chalchoff is moving out of State so the Committee should ask another Community Member to join. Melissa Pingel suggested Attorney E. J. Jelinski. Judge Seifert said she would contact him after the meeting to see if he would like to join the committee.

X. Old Business: None

XI. New Business: None

XII. Set date for next meeting: July 27th at noon in Room 60.

Respectfully Submitted by Melissa M. Pingel, Clerk of Courts.