

SECURITY COMMITTEE MEETING
July 27, 2016
Minutes

Location: Room 500 in 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 John Vandehey for Facilities Director Mike Elder, Sheriff John Matz, County Executive Mark Harris, District Attorney Christian Gossett, Victim Witness Coordinator Terri VanDellen, Attorney John Birmingham, Attorney E.J. Jelinski, District Court Administrator Jon Bellows, and County Board Chairman David Albrecht.

Others Present: None

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

- II. **Opens Meeting Laws:** There have been ongoing discussions about how the Courthouse Security Committee should be operating in regards to Wisconsin's open meetings laws. Judge Seifert shared with the Committee a letter she was cc'd in by the Attorney General's office to ADA Scott Ceman and Corporation Counsel John Bodnar in response to correspondence from the Winnebago County DA's office with regard to a potential violations of Wisconsin's open meetings laws by County Board members. In summary, the response was quorums of County Committees cannot attend the Security Committee meetings without a formal notice of those Committees intent to attend the meeting in compliance with open meetings laws. In addition, the AG office informed Corporation Counsel that the "boiler-plate" notice the County has been using on notices of Committee meetings stating "any county board subcommittee may have a quorum in attendance at that particular governmental body's meeting is not sufficient notice." *Please see letter for more information.* Judge Seifert told the committee the County Board Supervisor Bill Wingren had resigned from the Security Committee already. Mark Harris suggested the Committee limit its membership to only those required by the Supreme Court Rules. The Committee agreed to only have the County Board Chairman as a committee member going forward. Judge Seifert will let County Board Supervisor Bill Roh know the committee's decision. There was discussion of whether the Committee meetings should be closed meetings? There was a motion by DA Gossett to keep the meetings open with the right to limit those present if it was deemed necessary, ie. Security threats etc. All agreed with the exception of Jon Bellows. There was also a consensus to limit the notices of meetings to just a date and time and list of members on the Committee on the notice. There will not be an agenda posted on the County website as the Security Committee is not subject to open meetings laws and the Committee does not want to limit itself to an agenda, as there are only four meetings a year. There was also agreement to not post the minutes of the meetings on the County website. Additionally, any requests from the public for the meeting minutes would be subject to Committee approval.

- III. Response to AG's letter:** DA Gossett suggested to the committee his thoughts on drafting a letter to the AG's office. His thought was the committee should respond in some way, even if it is merely saying thank you for the information and letting the AG's office know how the Committee handled the information. The Committee agreed with a response and Judge Seifert offered to draft the letter and send it out to the Committee members for review and input before sending the letter on.
- IV. Security Incidents:** Judge Seifert indicated that there had been three reportable security incidents since the April 2016 meeting. The first was a defendant sentenced to prison in Branch I got out of control and had spit on an officer. The second incident was regarding the sentencing of a defendant convicted of murder and sentenced to prison; apparently, there was miscommunication about the mental state of the father of the defendant. Judge Seifert indicated that the steps in the Emergency Response Plan were not followed, creating confusion among the courts, the staff, Sheriff Office and OPD. There was not an actual viable threat in this case. The last incident was regarding a person who is mentally committed; the Courts received a letter from this individual and there were words like "bombs, and Obama" in the letter. This was reported to the State. Jon Bellows informed the committee that he had an active shooter link from LA that he would share with the committee, Melissa Pingel agreed to forward the link to the committee.
- V. Update on Courthouse Security Project:** Jon Vandehey was present for Mike Elder to inform the committee August 4, 2016 was the kick off for the construction of the Courthouse Security Checkpoint. The wheelchair accessibility will be addressed first. There is no completion date set in stone at this time. Mark Harris indicated that he would be renewing the lease on the on the Safety Building as there is no deadline on moving the Courts over at this time. John Vandehey let the committee know that the window replacement would likely not be until 2017.
- VI. Update from the Sheriff regarding Courthouse Security:** The Sheriff reported that the Courthouse will not be used after hours by anyone other than the County Board. The County Board and public will be screened during these meetings. Also, the Sheriff reported that everyone will be screened that enters the Courthouse with the exception of law enforcement. There was a discussion of what will be allowed through screening. The Sheriff has a list of items that will not be allowed. The Sheriff, along with the DA's office and Corporation Counsel are working on an ordinance to ban knives into the Courthouse. The tunnels will remain open for Corporation Counsel, Victim Witness, and the DA's office to enter the Courthouse. These people will not be screened. The keyed access to these tunnels will be limited.
- VII. Emergency Response Plan:** At the next meeting the group will discuss the Emergency Response Plan for the Courthouse that was put together in 2013.
- VIII. Next Meeting: October 19th at Noon in Room 500 of the Courthouse**

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

