

COURTHOUSE SECURITY COMMITTEE MEETING
11.1.17
Minutes

Location: Branch IV in the Courthouse

Committee Members Present: Judge Karen Seifert, Clerk of Courts Melissa Pingel, Sheriff John Matz, Lieutenant Bill Anthes, District Attorney Christian Gossett, Victim Witness Coordinator Terri Vandellen, Attorney Rebecca Castonia, County Board Chairman David Albrecht, District Court Administrator Jon Bellows, State Public Defender Linda Meier, Attorney Ed Jelinski, and Emergency Management Linda Kollmann.

- I. **Minutes:** The minutes from the last meeting were approved by the members present.
- II. **Security Forum:** Judge Seifert asked if everyone had a chance to log in to the National Security forum recently. No one had, she noted that when things are added to the forum the members are notified.
- III. **Courthouse Security Conference:** Judge Seifert told the Committee that the annual Courthouse Security Conference is in Oshkosh this year February 20-22nd. Jon Bellows does not have any information from the State with regard to funds for scholarships at this time but will let the Committee know when he does.
- IV. **Corporation Counsel Legal Opinion:** At the last meeting the Committee wanted to get a legal opinion from Corporation Counsel with regard to who is responsible for Courthouse Security. Judge Seifert did contact John Bodnar after the meeting and he said he would do a written opinion but wanted the question to be in writing. Judge Seifert came back to the Committee to get clarification what the question was for sure. After discussion the Committee decided they want to know “Who is responsible for Courthouse Security and Courthouse safety.” Also, “who makes the decision on who is screened?”
- V. **Fire Exits:** Judge Seifert said that since the last meeting where there was concern about the doors on the first floor not opening in the event of a fire the glass doors will now open if the fire alarm goes off. They won’t open if the alarm does not sound at this time.
- VI. **Security Checkpoint:** Judge Seifert informed the Committee that the checkpoint must remain open while there is “sitting” Court per statute 757.14. Meaning, during any open court proceedings, civil or criminal require that the Courthouse remain open.

- VII. Checkpoint Update:** Last week there was an issue with the scanner due to a full memory. The Company responded within a day and had the issue resolved, this should not happen in the future.
- VIII. Narcan:** Judge Jorgensen asked if the Security officers have narcan, the Sheriff confirmed that they did.
- IX. Afternoon Protocol:** Judge Seifert asked if the issue Judge Bissett raised regarding security coverage between 4:00 p.m. and 5:00 p.m had been resolved, the Sheriff confirmed there is a protocol in place.
- X. Branch I Request:** Recently Judge Gritton had a defendant in his office that was threatening towards him and his Clerk while they were filling out the bond paperwork in the Branch I office. Lt. Anthes did contact the Branch prior to this meeting and this is a logistical issue not really a Courthouse Security issue.
- XI. Security Number:** Melissa Pingel inquired what is the best number for staff to call when they need security. Lt. Anthes said extention 4906 is the best number, it is the Control Center and someone will always answer that number. Melissa Pingel asked that new security sheets be handed out to the staff with that number as the first number.
- XII. Security Issue:** Judge Seifert said there was one security incident since the last meeting. In her courtroom she sentenced a defendant that was not in custody to prison. After the Judge was out of the Court he was going through the paperwork with the bailiff and his attorney. He ran out of the courtroom, behind the Judges bench and out the side door, the Security Officer chased him down the hall and subsequently the defendant jumped down the stairs and ended up breaking his leg and was taken to the hospital. All of this was caught on camera.
- XIII. Panic Buttons:** Lt. Anthes said that the security panic buttons are being tested and new ones are being hardwired in the Courtrooms.
- XIV. Next Meeting: January 17, 2018, at Noon – Room 500 of the Courthouse.**

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