

**WINNEBAGO COUNTY
COURTHOUSE SECURITY COMMITTEE MEETING**

January 22, 2020 Minutes
Noon

Location: Room 60

Committee Members Present: Judge Karen Seifert, Clerk of Courts Melissa Pingel, Lieutenant Bill Anthes, Victim Witness Coordinator Terri Vandellen, Facilities Director Mike Elder, District Court Administrator Jon Bellows, Emergency Management Director Linda Kollmann and Attorney Rebecca Castonia

Committee Members Not Present: Sheriff John Matz, District Attorney Christian Gossett, Family Court Commissioner Lisa Krueger, County Executive Mark Harris, County Board Chair Shiloh Ramos, County Board Vice Chair Tom Egan, State Public Defender Linda Meier, and Attorney Ed Jelinski

Others Present: Child Support Director Julie Mabry and Clerk of Courts Administrative Assistant Sheri Gotto

1. **Minutes:** The committee members present approved the minutes from the last meeting.
2. **Martin Luther King, Jr. Day Training:** Three training topics were presented to courthouse staff: “Managing Stress” by Ascension EAP Counselor Leah Szemborski, “Domestic Abuse / Safe at Home Program” by Director of State Courts Amber Peterson and “Sovereign Citizen” by Deputy Mitch Grube. All the presentations were well received.
3. Judge Seifert inquired about who will be attending the Security Conference in March. Judge Seifert and Lt. Anthes indicated that they will be attending the Security Conference March 3-5, 2020 and will be reported on at the next Security Committee Meeting on April 22, 2020.
4. **Fire or Emergency in the Courthouse & Plan for Handicap:** Further discussion of evacuation of handicap people that are unable to use the stairs. Lt. Anthes indicated that they will be able to purchase a foldable / collapsible chair that would be placed on the 5th floor in the “void “by Branch 6. If any employees are unable to use the stairs, they are to let the department head know.
5. **Alert Sense System:** There was a test done on November 1, 2019. Emergency Management Director Linda Kollmann did not have an update how the test went. Lt. Anthes will follow up with Sheriff Matz and Deputy Grube and will report findings at the April 22, 2020 meeting.

6. **Cell Phone Policy in Court:** Judge Seifert reviewed policy. There is no current written policy for cell phone use in courtrooms as an assisted listening device. Judge Seifert stated that the current policy is that cell phones should be turned off in the Courtroom for non-attorneys. If a party needs to use their cell phone in court for hearing assistance they should let the Bailiff know so the Bench is aware why the person is using their phone.
7. Lt. Anthes presented video footage of an incident on December 17, 2019. A male did not want to empty his belongings into a bin and proceeded to walk through the checkpoint. Deputy Kaye had to leave his post and stop him. Security Control was able to close the doors into the courthouse, leaving the civilian Sheriff employee doing the magnetometer screening as well as the screening machine while the deputies eventually removed and arrested this individual. Lt. Anthes indicated that this was a learning incident.

Security Incidents: Judge Seifert reported two incidents in the courthouse since the last meeting. The first was the incident referenced above, the second incident was minor and consisted of a male yelling when he appeared at the incorrect courthouse and should have been at Winnebago Co., Illinois. The male left without incident or arrest.

8. **New Business: None**

9. **Next Meeting April 22, 2020 at Noon –Courthouse Room 500**

Minutes taken by Sheri Gotto; respectfully submitted by Melissa Pingel, Clerk of Circuit Courts