

## Richland County Committee

### Agenda Item Cover

**Agenda Item Name: Personnel for Courthouse Security**

<b>Department</b>	Administration	<b>Presented By:</b>	Administrator
<b>Date of Meeting:</b>	16 April 2021	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Structure V
<b>Date submitted:</b>	15 April 2021	<b>Referred by:</b>	

**Recommendation and/or action language:**

Motion ... to accept report on courthouse security, key control initiative report on initiative.

**Background:** *(preferred one page or less with focus on options and decision points)*

In the previous March 25<sup>th</sup> 2021 Finance and Personnel meeting, motion was made to direct the Administrator to identify personnel to be in charge of courthouse security, to include a key control plan, and return to Finance and Personnel Committee with his recommendation.

As such the Administrator has designated Maintenance Supervisor, Randy Nelson, with reviewing the current Courthouse security plan and working with a contracted locksmith to assess our current look footprint and develop a plan and process for updating our locks and reissuing keys to ensure accountability.

This initiative and plan will be supervised and reported through the Property, Building and Grounds Committee.

**Attachments and References:**


**Financial Review:**

*(please check one)*

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	Anticipating fund #43
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

*(summary of current and future impacts)*

Undetermined at this time. Pending assessment and contract.

**Approval:**

**Review:**

*Clinton Langreck*

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Department Head

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Administrator, or Elected Office (if applicable)