

Call to Order: The Courthouse Security Committee met Tuesday, January 31, 2023, in the Large Courtroom at the Richland County Courthouse. Judge Lisa McDougal called the meeting to order at 8:32 a.m.

Present: Judge Lisa McDougal, Amber Kelley, Clinton Langreck, Stacy Kleist, Sherriff Clay Porter, Christian Cejpek, Randy Nelson, Debra Schwarze, Dominic Anderson, Richland County Board of Supervisor Marty Brewer, Marissa Banker, Beverly Pittman Burns, Cheryl Dull, Jenifer Laue, Amy Forehand.

Judge McDougal had asked that members of the committee review Supreme Court rule 68 (Court Security, Facilities and Staffing)

Discussion took place on what other courthouses have in place and what we are partial to for this courthouse. We will continue to look at examples of other courtrooms and courthouse plans and polices.

In determining Goals, we will also want to reference building policy and security policies.

Stacy Kleist spoke about security coverage with multiple judges here and having both courtrooms in use. There is a need for additional court security when this occurs. If additional staff is added, operational costs will increase.

Discussion on Incident Reports: There is a system for collecting threats against staff and reporting a Security incident. (currently tracked in Sheriff's Department) Discussion on understanding criteria for reporting an incident.

Committee will be reviewing Equipment/ Construction / Security Systems which will impact Capital expenses. Includes: doors, locks, detectors, cameras, security construction, advisable features and standards. Consider plan for capital improvements. We will need to keep in mind Annual budget considerations. If increasing operational costs we will need to reference the 5 year financial planning process.

Note: Past discussions have taken place regarding an elevator. Another county with a similar layout has a courtroom on second floor which would eliminate the need for an elevator but poses security issues.

Future agenda items:

- Report on Courthouse Key plan
- Additional court security
- Review training and procedures
- Court security monitoring halls and rooms

Minutes respectfully submitted by Jenifer Laue