

Call to Order: The Courthouse Security Committee met Tuesday, August 1, 2023, in the County Board Room the Richland County Courthouse. Judge Lisa McDougal called the meeting to order at 8:32 a.m.

Present: Lisa McDougal (Circuit Court Judge), Jennifer Harper (District Attorney) Veronica Olson, (Court reporter), Debra Schwarze (Family Court Commissioner), Melissa Luck (County Board Supervisor) Stacy Kliest (Clerk of Court) Dominic Anderson (Attorney and Richland County Bar President), Jason Marshall (MIS) Candace Pesch (County Administrator), Jenifer Laue (Register in Probate/Judicial Assistant/Juvenile Clerk) Clay Porter (Sheriff) Mike Windle (Corporation Counsel) Barbara Scott (MIS) for part of the meeting.

Not Present: Randy Nelson, Christian Cejpek

**REMINDER: This committee is advisory to the public safety committee. The purpose of this committee to determine goals and priorities including funding as we implement the Supreme Court Rule 68 (Court Security, Facilities and Staffing) Most funding will be done through Capitol Improvement Projects.**

Approval of Minutes: Motion by Sheriff Clay Porter, second by Debra Schwarze

**Incidence Reports:** There was one incidence report that occurred in the law library on April 25, 2023. Judge McDougal gave the accounting of the incidence.

**Report from Judge McDougal on the training she received in Iowa County** regarding scenarios and where staff would go. Emergency Manager Darin Gudgeon will be added to this Courthouse Security Committee. Greg Pitts spearheaded much of the Iowa County Security renovations.

Discussion took place on past work already completed. In 2012 here was a space study done, Tom Crofton has also put information together. In 2014 there was a 76 page Design Concept completed by Jewell & Associates. Reviewing this information may be helpful.

**SHORT TERM GOALS of the Committee:**

**Scheduling visit with Iowa County Sherriff's Department- Jenifer Laue**

Request for panic button in the Judge's office was discussed. Clay Porter reported that Panic buttons are tested monthly. A red light could be added to the courtroom to indicate that the panic button did communicate to dispatch. **Installing Panic Button in Judge's office: Email request to Barb Scott –Jenifer Laue, funding from Sheriff's department.**

Discussion on possibly giving the Judge visual access to the hallway outside of her Chambers. There is a possibility of proving access to the cameras through her smart phone.

**Signage for the entrance of the courthouse and to the courtrooms:** (A minimum of six signs would be needed) 2-Large Courtroom, 1-Small Courtroom, 2-each entrance. This would need to be included in Clay's budget. Other counties have provided lockers for the public to lock up belongings while they are in court. It was suggested court security wand everyone entering and any bags.

**Discussion on how this may be funded-to be determined.**

Atty Windle suggested that signage be added addressing restrictions on photography and recording for the public. **Signage language drafted by Attorney Windle, Funding to be determined**

The issue of the building being handicap accessible was discussed.

**Cameras:** Under the Radio Project, we are hopeful that we may be getting a camera in the lobby between courtrooms and one additional camera for the parking lot. Currently, there is one camera in place for the parking lot. Additional cameras in all corridors are being reviewed.

**Sheriff Porter will contact the US Marshall** regarding an evaluation

**Key Project:** They have met with Perkins Locksmith but have not received a bid from them. It was suggested that meetings be set up with additional locksmith companies for getting bids. FABS may be implemented in the short term. **Randy/Jason/Clay are working on this.**

It was reported that the first meeting of the campus reconfiguration process took place. A brief discussion of long-term possibilities took place.

Discussion occurred re SCR (Supreme Court Rule) 68. This committee will be looking at the Courthouse Emergency Plan and reviewing the tiers in the plan.

Motion to adjourn by Kleist, second by DA Harper.

Continued / Future agenda items:

- Signage outside courtroom and upon entering the building
- Signage addressing restricting photographs and recording
- Cameras in all corridors
- Report on Courthouse Key plan
- Wanding of persons enter the courtroom and bags
- Buzzer ensuring doors are not propped open

Suggestion to get metal detectors was made

**2025 Capitol Improvements for the Courthouse** would include a Kiosk for the Court Security Officer. This would have wireless monitors and would need coordination with the access point which affects our WIFI in between the courtrooms.

Minutes respectfully submitted by Jenifer Laue