

Call to Order: The Courthouse Security Committee met Tuesday, December 5, 2023, in the County Board Room the Richland County Courthouse. Judge Lisa McDougal called the meeting to order

Present: Lisa McDougal (Circuit Court Judge), Debra Schwarze (Family Court Commissioner), Stacy Kleist (Clerk of Court) Sara Ehrhardt, (Deputy Clerk of Court), Jason Marshall (MIS) Candace Pesch (County Administrator), Barbara Scott (MIS), Randy Nelson-maintenance supervisor, Christian Cejpek, Court Security Officer, Marty Brewer (County board supervisor) Jenifer Laue (Register in Probate/Judicial Assistant/Juvenile Clerk) and Clay Porter joined after the meeting started.

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.

Issues to be aware of were discussed by Judge McDougal and Stacy Kleist. Attorney Tia Fisher sent email to DA Harper regarding a situation which the Judge read at the meeting.

Judge McDougal stated we will invite all members to join in a trip to Iowa County.

Update on cameras outside of the courtroom and discussion following: The request was made to have cameras on both sides of the courtroom. Each camera costs approximately \$2,000 when you include wiring and licenses, etc.

Discussion on a single entry to the courthouse, contracted services, the possibility of a metal detector and the use of bailiffs verses court security. Ideally, Sheriff Porter would like to add a court security deputy with casuals to cover the second courtroom and vacations. Sheriff Porter is waiting on pricing for a metal detector.

Randy will evaluate the judge's chambers. Randy suggested creating a straight wall to the lobby outside the chambers to improve security.

Judge and Christian have been working on language for signs.

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.

Signage language regarding photography and recording to be drafted by Attorney Windle, Funding to be determined.

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.**

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

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.

Motion to adjourn by Kleist, second by DA Harper.

Minutes respectfully submitted by Jenifer Laue

RECOMMENDATIONS TO PUBLIC SAFETY COMMITTEE

(This list will be added to over time and is not inclusive or ending-it is work in progress)

- Security cameras/surveillance for both sides of the courtroom
- Single Entrance to the Building
- Additional Signage entering the courthouse and entering the courtrooms
- Screening of every person coming into the courtroom
- Improvements to the Judge's chambers

Metal Detector at the entrance/Screening upon entering building – 2025 Capital Improvement Budget
Security Kiosk for Courtroom Security Officers – 2025 Capital Improvement Budget