

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.

Call to Order: The Courthouse Security Committee met Tuesday, March 18, 2025, in the County Board Room the Richland County Courthouse. Judge Lisa McDougal called the meeting to order at 8:31 am.

Present: Lisa McDougal (Circuit Court Judge), John Heinen (Emergency Management), Debra Schwarze, (Family Court Commissioner), Stacy Kleist (Clerk of Court) Sara Ehrhardt, (Chief Deputy Clerk of Court), Jason Marshall (MIS), John Couey (MIS) Bob Frank (County Board Supervisor), Devon Rupnow (Jail Administrator) Jennifer Harper (District Attorney) Jenifer Laue (Register in Probate/Judicial Assistant/Juvenile Clerk) Not present: Randy Nelson-Maintenance e, Chairperson of the County Board, Andrea Fields-Victim Witness,

Jenifer Laue confirms the meeting Agenda was posted.

Motion to approve the December 3, 2024 minutes by Debra Schwarz, second by Devon Rupnow. Motion carried.

Incident Reports: There have been no incidence reports filed since our last meeting.

Update on cameras by Jason Marshal: New cameras will be installed in the large and small courtrooms as well as the lobby in between courtrooms. A camera will also be installed in the parking lot. A camera has been installed on the West side of the large courtroom and one between the elevator and metal door on the West side. MIS is checking with the vendor regarding audio capability. Attorneys need private places to meet with their clients.

Training needs to take place on viewing the footage from cameras if needed. Dispatch and Sheriff Porter will have access to the cameras.

Kiosks: The Kiosk in the large courtroom is working well. A second Kiosk needs to be purchased for the small courtroom.

Courtroom Security: Devon

Primarily court security will be road deputies

Signage:

Discussion on having signs translated and posted.

Report on Security Conference from Judge McDougal

The Judge recommends this conference, was well attended by law enforcement.

Discussion on **Mass Communication** in the Courthouse including options by phone.

It was recommended that this group come up with a process and training. If a situation is happening, notify dispatch. We need to develop a policy, there may be situations where time and clarity is of the essence. Dispatch does have a microphone and can make announcements.

It was suggested that we can also utilize information from other counties and their protocol.

There is now a “film” available that can be added to windows which is resistive to bullets, will slow down bullets. Room numbers should be lower instead of higher so they can be seen when people are crawling due to smoke. Key note speakers were Tammy Johnson and Venture Architects. It is challenging to make a building secure while having enough fire exits.

Training involving Drills and exercises should be implemented in 2025. People need to have a plan on what to do in an emergency situation. In that environment, we need to know what to do and where to go. In these situations, collaboration between county and city law enforcement is important. Currently, there is mutual aid agreement in place.

A Fire Drill should be completed in 2025.

Metal Detector: Devon went to Iowa County to see the model that they have. It is very sensitive and is portal. It has different zones so you can see if something is near their head, waist or feet area. This could be used at the entrance of the building or at the entrance to the courtroom. Iowa County uses theirs randomly, likely due to staffing. The cost for the model is \$18,000.00.

Discussion on Capitol Improvements: Discussion on earmarking money that went to the General Fund. Stacy noted she had a \$143,000.00 budget surplus in her Revenue projections for 2024. Could some of that money be earmarked for security improvements?

Discussion on allocation of funds from the Opiate Settlement Funds:

Venture Architects: The Campus Reconfiguration Committee is continues to meet. They are reaching completion of the space needs study and campus review. Venture Architects is developing a plan which will likely be a phased plan. The committee is looking at all property the county owns.

Court Security Requests: Following discussion, it was requested by both Judge McDougal and Family County Commissioner Debra Schwarze that court security be present for weddings. The wedding party often lingers and security would provide for securing the premises.

Follow up on security concerns with building maintenance.

Motion to adjourn by Stacy Kliet, Second by Jennifer Harper.
Meeting adjourned.

Future Agenda Items:

Update on installation of cameras concerning audio capability

Update on kiosk in the small courtroom

Update on signage

Update on maintenance concerns in the building

Schedule training drills and exercises for an active shooter.

Venture Architects: Update on the Space Needs Study. Do we still want to consider a Field trip to Trempealeau County?

Metal Detector: Continued discussion on budgets and random or intermittent scanning. This has been submitted under CIP projects for 2025. Iowa County uses random scanning. Random use of a metal detector would give us additional data.