

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 Monday, September 22, 2025, in the County Board Room the Richland County Courthouse. Debra Schwarze called the meeting to order at 3:04 pm.

Present: Jenifer Laue (Register in Probate/Judicial Assistant/Juvenile Clerk) Debra Schwarze, (Family Court Commissioner), Sara Ehrhardt, (Chief Deputy Clerk of Court), Devon Rupnow, (Jail Administrator), Deb McCoy (Register of Deeds), Clay Porter (Sheriff) Trish Clements, (County Administrator) John Heinen (Director of Emergency Management) Judge McDougal was not able to attend.

Jenifer Laue confirms the meeting Agenda was posted.

Motion to approve the March 18, 2025 minutes by John Heinen, second by Sara Ehrhardt. Motion carried.

Incident Reports: There has been no incidence report filed since our last meeting.

Maintenance closet on 3rd floor should be secured with keys. Clay will send a ticket to mainenance. Sheriff Porter states ther are some camera changes and camera additons. This should improve the parking lot security and the security on the east exit door on 2nd floor.

Courtroom Signage: Signs are here, they need to be mounted. Discussion on placement of the signs.

Small Courtroom: A decision needs to be made on the small courtroom. A Kiosk needs to be purchased. The need for zoom capability remains. Venture Architects is developing options/plans for a Jail and Justice Center.

Court Security Requests:

***Small courtroom Improvements:**

***Integrated preparedness plan (IPP) by the Emergency management team.**

A meeting was held in the courtroom and a scenario training will take place in the large courtroom for courtroom staff only to begin with. It has been proposed to eventually have the entire building be trained regarding active threats. Discussion on CRASE: Civilian Response to an Active Shooter event.

A Fire drill needs to be administered in 2025.

The should be a review of the Emergency Plan-517 plan

Long term goals: 2026-27

Metal Detector: It would be used for Jury Trials, spot checking and on high profile days as staffing allows, potentially twice a month. The Sheriff's department will be borrowing one from Iowa County for Justice on Wheels. No one denies that one is needed but the question of staffing it remains. Vernon County has rented

a unit. This option could be explored. Quote is for \$19-20,000.00

Justice on Wheels: There is a planning meeting scheduled with Capitol Police. Screening will take place on the lower level. Bags will be searched.

Motion to adjourn by Devon, second by John Heinen.

Next meeting December 15, 2025 at 3:00 pm

Meeting adjourned.

Future Agenda Items:

Small courtroom changes

Training / Tabletop exercises