

## **MINUTES OF THE COURTROOM SECURITY AND FACILITIES MEETING OF October 1, 2021**

### **Call to Order**

The Courthouse Security and Facilities Committee was called to order on October 1, 2021 at 9:12 am by Judge Sciascia.

### **Roll Call**

Members in attendance were: Judge Sciascia, Steve Seim, Amy Nehls, Dustin Beck, James Mielke, Russ Kottke, Joseph Marsik, Tom Nickel, Lynn Hron, Terra Mattheis, Jennifer Smith, Kurt Klomberg, Russ Freber, John Nehls, Travis Bachofen, and Rick Storzer.

### **Public Comment**

Jennifer Smith from Family Court Counseling was introduced.

### **Approval of Minutes**

Motion by Kottke to approve the minutes of the August 6, 2021 meeting, 2<sup>nd</sup> by Marsik, Motion Carried.

### **Justice Facility Parking Lot Construction Update**

Freber advised that the parking lot project was very close to being completed with some landscaping needing to be done yet.

### **Policy and Procedure Committee Report**

Door passes were discussed and it was decided that the current policy will remain.

### **Finalize January employee training**

Discussion on on-line security training versus in-person training. Employees could complete the on-line training when they have time at their desks and get a Certificate of Completion. Participation in the training would require an in-person event. Law enforcement de-escalation training was considered. Including the Bar Association was also considered. Motion by Seim to show the de-escalation training video in the Br 1 courtroom or allow employees to take the on-line training as a requirement, 2<sup>nd</sup> by Storzer. Discussion held regarding requiring employees to attend the video training. Motion to Amend Seim's Motion from "requirement" to "expectation" by Klomberg, 2<sup>nd</sup> by Nickel.

Vote on the Motion to Amend – Motion carried with one descending vote. Vote on the Motion to show the de-escalation training video in the Br 1 courtroom or allow employees to take the on-line training as an expectation – Motion carried with one descending vote.

## **Review Incident Reports**

Beck reviews a recent incident where Juneau EMS was called for an issue. Employees are encouraged to report harassing/disturbing telephone calls to supervisors for Reports.

## **Calendar**

The Employee Security Training video will be played on January 12 and January 20, both beginning at 8:00 am. The Security Meetings for 2022 will take place on Feb 4, May 6, Aug 5, and Oct 7.

## **New Business**

John Nehls advised that the building is being power-washed and the windows will be done next.

Beck advised that the X-ray machine at the Security Desk has had some maintenance issues but has been repaired. A new Court Security Officer started working yesterday and there is currently 8 part-time Security Officers.

Suggestion made that Finance/Electronics be considered for future employee training, referred to the Training Committee.

New employee training should be considered by the Policy Committee.

## **Things to do before the next Security Committee meeting**

Employee Security Training in January

### **Determine next meeting date and time**

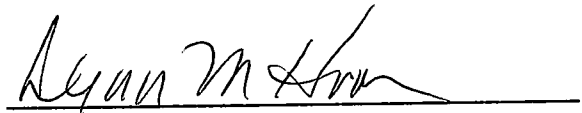
The next meeting of the Courtroom Security and Facilities Committee will take place on February 4, 2022 at 9:00 am at the Dodge County Justice Facility, 3<sup>rd</sup> floor District Attorney Conference Room, 210 W Center Street, Juneau, Wisconsin.

Motion to adjourn by Marsik, 2<sup>nd</sup> by Amy Nehls, Motion Carried.

Meeting adjourned at 10:10 am



*for* Hon. Joseph Sciascia



Lynn Hron, Secretary

**Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.**