

Courtroom Security and Facilities Meeting Minutes

May 3, 2024

1. Call to Order

The meeting was called to order on May 3, 2024 at 9:40 am.

2. Roll Call

Joseph Sciascia, Steven Seim, Chad Enright, Cameron Clapper, Randy VandeZande, Jayme Klockow, Kelly Enright, Jim Barkei, Terra Mattheis, Jennifer Smith, John Nehls, Rick Storzer, Kate Findley

3. Introductions

4. Elect Vice Chair and Secretary

Judge Sciascia is chair, no vice chair, Kelly Enright remains Secretary.

5. Approval of Minutes

Motion by Jennifer Smith, Second by Steve Seim to approve the minutes from February 2, 2024 meeting as presented. No objections - Motion carried.

6. Establish regular meeting date, time and place

Meetings will be quarterly on 1st Friday of February, May, August and October at 9:30 am in the District Attorney's Conference Room.

7. Equipment/Capital Improvement Report

John Nehls reports – space needs study has been completed. Changes to Family Court Services office will happen in the near future.

8. Policy and Procedures Report

Kelly Enright gives update on status of new/updated policy guide. Committee has met, procedures need to be compiled into one document. Hoping to have completed by next meeting.

9. Courtroom anchors

Jim Barkei brings discussion regarding floor anchors for restraints in the courtroom at defense table and witness stand. Discussion held. Motion for proposal and cost evaluation by Cameron Clapper, second by Jayme Klockow. John Nehls will report on proposal and cost at next meeting.

10. Report from Security Conference

Jennifer Smith reports on takeaways form security conference.

11. Review Incident Reports - None

12. Calendar and any updates

- a. Committee meeting dates for 2024 – August 2, October 4
- b. All call practice – January 20, 2025
- c. Annual Employee Training – January 14, 2025 and January 28, 2025

13. Things to do before next meeting

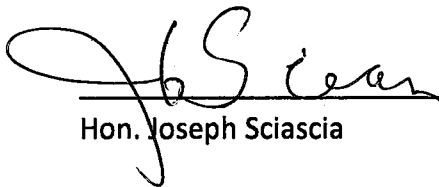
Training committee will report. John Nehls to provide information regarding Courtroom anchors.

14. Next meeting date and time

The next meeting of the Courtroom Security and Facilities Meeting will take place on August 2, 2024 at 9:30 am at the Dodge County Justice Facility, 3rd floor District Attorney Conference Room, 210 W. Center St. Juneau, Wisconsin.

15. Meeting Adjourned at 10:37 a.m.

Motion to adjourn by Jennifer Smith, Second by Jayme Klockow. Motion carried – no dissents.



Hon. Joseph Sciascia



Secretary

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