

**SAUK COUNTY COURTHOUSE SECURITY
AND
FACILITIES COMMITTEE**

Meeting Minutes
April 4, 2013

Present:

Tim Stieve, Bill Steinhorst, Chip Meister, Kevin Fults, Kathy Schauf, Alicia Nall, Vicki Meister, Laura Moffit, Jim Evenson, Jim Haas, Jeff Spencer, Leo Grill, Kevin Calkins, Deb O'Rourke, Marty Krueger

1. **Call to Order.** The meeting was called to order by James Evenson.
2. **Approval of Minutes.** The minutes of the October 4, 2012 meeting were approved.
3. **Security Actions Since Last Meeting.** Bill Steinhorst reported one security incident occurring at a family mediation session. It was resolved without charges being filed.
4. **Active Shooter Discussion.** There was discussion concerning training of courthouse and West Square personnel in the event that there would be an active shooter in the building. Jeff Spencer will be attending a training session in early May and after that session he and Bill Steinhorts will develop a training plan to encompass all employees.
5. **Limited Building Entry/Weapons Screening Discussion.** There was discussion as part of a strategic plan about limiting the number of entry points to the building and screening for weapons. Tim Stieve reported a rough cost estimate of approximately \$340,000 per year for staffing and an additional \$20-\$30,000 for equipment. The general discussion was that access would be limited to the West Square Building, parking lot entrance. All staff and visitors would go through screening. Hours of screening would be approximately 5:00 a.m. to 11:00 p.m. This issue will be presented by Tim to the Law Enforcement or Property Committees as part of the strategic issue development.
6. **Information on Supreme Court Rule 60.38.** This committee operates under the direction of Supreme Court Rule 60.38. An executive summary of the rule was handed out with the understanding that it would be discussed at the next meeting as to the responsibilities of the committee. The summary contains an overview of what the committee should be addressing.

7. **Next Meeting.** The next scheduled meeting is **Thursday, July 11, 2013** at 7:00 a.m. in the EMBS Meeting Room. Please note that this is one week later than the regular meeting time of the first Thursday of the month due to the July 4 holiday..

James Evenson