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STATE OF WISCONSIN

THIRD JUDICIAL DISTRICT

WAUKESHA COUNTY COURTHOUSE
515 WEST MORELAND BLVD., ROOM C-359
WAUKESHA, WISCONSIN 53188

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TO: WAUKESHA COUNTY COURT SECURITY AND FACILITIES COMMITTEE:

Judge Michael O. Bohren
Paul Decker, Co. Board Chair
Sam Benedict, Public Defender
Peter Wolff, County Board
Gina Colletti, Clerk of Court
Jennifer Dunn, Victim/Witness
Kelly Haag, Juvenile Clerk
Gary Bell, Emergency Prep.
Laura Stauffer, DOA

Susan Opper, District Attorney
Kathy Schwei, Emergency Management
Shane Waeghe, Facilities Management
Michael Neimon, DCA
Eric Severson, Sheriff's Office
Michelle Martin, Co. Bar. Assn.
Shawn Lundie, County Executive Office
Dale Shaver, Parks & Planning
Joshua Cronin, Court Comm.

FROM: Michael Neimon, DCA

RE: SECURITY AND FACILITIES COMMITTEE MEETING

The next meeting of the Waukesha County Court Security & Facilities Committee is scheduled for 12:15 pm, **TUESDAY, April 16, 2019** in **Room C-179** on the first floor of the courthouse. If you cannot attend, please contact Judge Bohren.

1. Approval of Minutes from Previous Meeting
2. Security Incident Articles/Recent Court Incidents-Bohren
3. Security Incident Report – Severson/Larsuel
4. Update: Courthouse Project –Waeghe
5. JV Update – Kelly Haag
6. Review of Chapter 68 Policy Requirements – SCR 68.05(4)

-Review from January 8, 2019 Meeting

(b) A policy for the secure delivery of mail, other items, and supplies to all offices in court facilities. (Gina Colletti)

(c) A policy for the issuance, control, and collection of keys and electronic access devices for each court facility, governing access before, during and after business hours. (Shane Waeghe)

(e) An annual training program, in coordination with the county sheriff, for all employees and staff. (Gina Colletti, Kelly Haag, Sheriff Severson or designee)

(g) A policy regarding possession of firearms by law enforcement officers who appear as witnesses, litigants, or who are present on personal business in the court facility.

Review for April 16, 2019

(h) A list of prohibited items not allowed to be brought into the court facility. (Sheriff Severson or designee)

(i) A notice to the public and employees regarding prohibited items not allowed in the facility and warning that persons entering the facility are subject to search. (Sheriff Severson or designee)

(j) A procedure to calibrate screening equipment consistent with manufactures' directions. (Sheriff Severson or designee)

(k) A plan for dealing with disruptions at court proceedings, including trial and pretrial, involving particularly dangerous or disruptive litigants. (Sheriff Severson or designee, Gina Colletti, Kelly Haag)

(l) A policy for searching each courtroom or other vulnerable area for explosives or other dangerous instrumentalities before the commencement of court proceedings each day. (Sheriff Severson or designee)

7. HHS Update – Steve Handrich

8. 2019 Court Safety & Security Conference Review Bohren, Niemon, Haag, Larsuel, Cronin

9. 2020 Court Safety & Security Conference, March 3-5, 2020, Appleton, Wisconsin

10. Other

11. Adjourn

Next meeting: Tentative, Tuesday, October 15, 2019, 12: 15 PM

cc: Judge Dorow
Steve Handrich