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STATE OF WISCONSIN

## THIRD JUDICIAL DISTRICT

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**TO: WAUKESHA COUNTY COURT SECURITY AND FACILITIES COMMITTEE:**

<b>Judge Michael O. Bohren</b>	<b>Susan Opper, District Attorney</b>
<b>Paul Decker, Co. Board Chair</b>	<b>Kathy Schwei, Emergency Management</b>
<b>Sam Benedict, Public Defender</b>	<b>Shane Waeghe, Facilities Management</b>
<b>Peter Wolff, County Board</b>	<b>Michael Neimon, DCA</b>
<b>Gina Colletti, Clerk of Court</b>	<b>Eric Severson, Sheriff's Office</b>
<b>Jennifer Dunn, Victim/Witness</b>	<b>Michelle Martin, Co. Bar. Assn.</b>
<b>Kelly Haag, Juvenile Clerk</b>	<b>Shawn Lundie, County Executive Office</b>
<b>Gary Bell, Emergency Prep.</b>	<b>Dale Shaver, Parks &amp; Planning</b>
<b>Laura Stauffer, DOA</b>	<b>Joshua Cronin, Court Comm.</b>

**CC: Shari D'Aquisto, Family Court Services**

**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, **WEDNESDAY, July 17, 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
  - a. Use of cameras,
  - b. Parking lots, remote locations
5. JV Update – Kelly Haag
6. Review of Chapter 68 Policy Requirements – SCR 68.05(4)

-Review from April 16, 2019 Meeting

- (j) A procedure to calibrate screening equipment consistent with manufactures' directions. (Sheriff Severson or designee – Captain Larsuel will review status at Juvenile)
- (m) A preparedness plan for disasters impacting or affecting court operations in coordination with the local emergency management department. (Kathy Schwei, Sheriff Severson or designee and Gina Colletti)
- (n) A procedure to review features of the buildings' exterior with security features in mind, such as an electronic surveillance system and external lighting. (Shane Waeghe, Sheriff Severson or designee and Michael Neimon)
- (o) A policy for the monitoring and surveillance of all parking areas including public, employee, and other designated parking areas. The committee should consider establishing a policy governing motor vehicles in close proximity to the court facility and a policy to establish barriers preventing vehicular access to the facility. (Shane Waeghe and Sheriff Severson or designee)
- (p) A juror safety policy. (Gina Colletti)
- (q) A system of recording, reporting, and responding to incidents occurring in court facilities. (Michael Neimon, Gina Colletti and Sheriff Severson or designee)
- (r) A system of recording, reporting, and responding to threats made to judicial officers and court staff and their families and others associated with the court as a local rule under SCR 70.34. (Michael Neimon, Gina Colletti and Sheriff Severson or designee)
- (s) A procedure whereby each judicial officer may complete and submit a judicial profile to local law enforcement and provides annual updates. (Michael Neimon and Judge Michael O. Bohren)

7. HHS Update – Steve Handrich

8. PPAC Court Security Subcommittee Update

9. Other

10. Adjourn

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

cc: Judge Dorow  
Steve Handrich