

COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA

Wednesday, March 5, 2025 at 8:30 a.m.
In Person Location: Jefferson County Courthouse
311 S. Center Avenue, Room C1021
Jefferson WI 53549

***Committee Members
by SCR 68.05***

*Bennett J. Brantmeier
Circuit Court Judge*

*Steven Nass
County Board Chair*

*Michael Luckey
County Administrator*

*Jennifer Weber
Circuit Court Commissioner*

*Travis Maze
Sheriff*

*Margo Gray
Captain*

*Eric Heine
Sergeant*

*Monica Hall
District Attorney*

*Cassie Nelson
Public Defender*

*Cindy Hamre Incha
Clerk of Circuit Court*

*John Chavez
Rep. of local Bar Association*

*Lillian Kaplan
V/W Coordinator*

*Tracy Hameau
Emergency Mgmt Director*

*John Fox
Director of Facilities Mgmt.*

*Danielle Thompson
Corporation Counsel*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from December 4, 2024 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. New Members - Co. Admin. Michael Luckey, Attorney Cassie Nelson & Director of Facilities Management John Fox
7. Fire exits/Door access for courtrooms (Michael Luckey)
8. Communications
9. Fire/Emergency Management/Evacuation Plans (Terri Palm)
10. Active threat training/set dates (Sheriff Maze)
11. Security with completion of construction (Sergeant Heine)
12. Construction Completion (Michael Luckey)
 - Jail ventilation project
13. Trauma training, costs & training dates (Cindy Hamre Incha & Tracy Hameau)
14. Business continuity plan (Tracy Hameau)
15. County Emergency Procedure (Tracy Hameau)
16. Judicial Security Profile (Judge Brantmeier)
17. Tentative future meeting dates/confirm format going forward:
 - June 4, 2025 – 8:30 a.m. ZOOM
 - September 3, 2025 – 8:30 a.m. ZOOM
 - December 4, 2025 – 8:30 a.m. ZOOM
18. Future agenda items
19. Adjourn.

Join Zoom Meeting: <https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09>

Meeting ID: 876 9775 4337 Passcode: Meet2022 Dial by your location: 1 312 626 6799

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.