

COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA

Wednesday, Sept 2nd, 2026 at 8:30 a.m.

In Person Location: Jefferson County Courthouse
311 S. Center Avenue, Rock River Rm C1021, Jefferson, WI 53549

Please note new Zoom Information: <https://wicourts.zoom.us/j/86721526943>

Meeting ID: 867 2152 6943

Committee Members by SCR 68.05

*William V. Gruber
Circuit Court Judge*

*Steven Nass
County Board Chair*

*Michael Luckey
County Administrator*

*Cindy Hamre Incha
Clerk of Circuit Court*

*Jennifer Weber
Circuit Court
Commissioner*

*Travis Maze
Sheriff*

*Monica Hall
District Attorney*

*Cassi Nelson
Public Defender*

*John Chavez
Rep. of local bar
association*

*Lillian Kaplan
V/W Coordinator*

*Tracy Hameau
Emergency Mgmt.
Director*

*John Fox
Director of Facilities
Management*

*Ryan Roecker
Comm & Mktg Coord.*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from June 3, 2026 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. Security door in Courtroom – 30 second delay / updated/loud (Fox)
 - Tied to Central
 - Audio alarms on emergency egress doors
7. Incidents (Heine)
 - Security / Capitol Police Inspection
8. Policy for reporting incidents (Hamre / Heine / Kaplan)
 - Testing panic buttons (Heine)
9. Security Break-out Group Update (Hameau / Fox)
10. Business Continuity Plan / Review Courts Emergency Procedure (Hameau)
11. Critical Incident Mapping (Hameau)
12. Tentative future meeting dates / confirm format going forward:
 - December 2, 2026 - 8:30 a.m.
 - March 3, 2027 - 8:30 a.m.
 - June 2, 2027 – 8:30 a.m.
13. Future agenda items.
14. Adjourn.

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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.