

COURTHOUSE SECURITY & FACILITIES COMMITTEE MINUTES

Jefferson County Courthouse
Via Zoom Meeting ID # 993 8796 3508
311 S. Center Avenue
Jefferson, WI 53549

Wednesday, March 3, 2021 at 8:30 a.m.

***Committee Members
by SCR 68.05***

*William V. Gruber
Circuit Court Judge*

*Steven Nass
County Board Chair*

*Benjamin Wehmeier
County Administrator*

*Cindy Hamre Incha
Clerk of Circuit Court*

*Jennifer Weber
Family Court Commissioner*

*Paul Milbrath
Sheriff*

*Monica Hall
District Attorney*

*Amber Rumpf
Public Defender*

*David Zarwell
Rep. of local bar association*

*Laurie Anderson
V/W Coordinator*

*Donna Haugom
Emergency Mgmt Director*

*Vacant
Central Services Manager*

1. Call to order at 8:31 a.m. by Judge Gruber
2. Roll call – Judge Gruber; County Administrator Benjamin Wehmeier; Clerk of Court Cindy Hamre Incha; Court Commissioner Jennifer Weber; District Attorney Monica Hall; Sheriff Paul Milbrath; Emergency Management Director Donna Haugom. Absent: County Board Chair Steven Nass; Public Defender Manager Amber Rumpf; Attorney David Zarwell for local bar association; V/W Coordinator Laurie Anderson

Court Reporter: Erica Schueler
Other attendees: District Court Administrator Michael Neimon; Corporation Counsel Blair Ward; Assistant Corporation Counsel Whitney DeVoe.
3. Certification of compliance with the open meetings law verified by Corporation Counsel Blair Ward
4. Review and approve minutes from December 2, 2020 meeting- Motion by Wehmeier; second by Hamre Incha; motion carried.
5. Communications – None
6. Public comment – None.
7. Trauma kits use/training. Clerk Hamre Incha spoke with members of Fort Health Care. She is working with them on kit availability and training. She will continue to follow up with them and update the committee at the next meeting.
8. Business continuity evacuation plan –Sheriff Milbrath reported he is working with local businesses to coordinate and secure shelter for employees and other courthouse occupants during an evacuation. He will update the committee at the next meeting.
9. Courthouse remodel –Administrator Wehmeier reports the County Board voted at the end of 2020 to pause on moving forward immediately to allow for consideration of the plan as the primary focus was for additional COVID recovery plans. At the February 2021 County Board meeting, the Board approved to move forward with the process. On the agenda for the March 2021 Board Meeting is a resolution for the County Administrator to enter into an amended contractor for additional design work. In summary, the entire project has a cost estimate of 33 million, with 17 million for mechanical, electrical and plumbing. Administrator Wehmeier reports he expects a final decision will be made to move forward on the project by the summer of 2021. Additional information will be provided at the next meeting.

10. Tentative future meeting dates: The June meeting will be held via Zoom. The September and December meetings will be held in-person in Room 202.

June 2, 2021	8:30 a.m
September 1, 2021	8:30 a.m.
December 1, 2021	8:30 a.m.

11. Future agenda items – Nomination and appointment of committee member to represent the local bar association as Attorney Zarwell is resigning the position; Signs at the courthouse entrance regarding hazardous materials. Attorney Ward is working with central services for templates. He will present the content and proposed placement of the signs at the next meeting.
12. Motion to adjourn by Wehmeier; second by Weber. Motion carried. Adjourned 8:50 a.m.