

COURTHOUSE SECURITY & FACILITIES COMMITTEE MINUTES

Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Wednesday, September 1, 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*

*Vacant
Rep. of local bar association*

*Laurie Anderson
V/W Coordinator*

*Donna Haugom
Emergency Mgmt Director*

*Vacant
Central Services Manager*

1. Call to order at 8:35 a.m. by Judge Gruber
2. Roll call – Judge William Gruber; County Administrator Benjamin Wehmeier; Court Commissioner Jennifer Weber; Sheriff Paul Milbrath; Public Defender Manager Attorney Joseph Ricker for Attorney Amber Rumpf; Victim/Witness Coordinator Laurie Anderson; Emergency Management Director Donna Haugom (appeared at 8:46 a.m.). Absent: County Board Chair Steven Nass; Clerk of Courts Cindy Hamre Incha (excused); District Attorney Monica Hall; Local Bar Association Representative Attorney Danielle Thompson (excused).

Court Reporter: Erica Schueler
Other attendees: Corporation Counsel J. 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 June 2, 2021 meeting- Motion by Administrator Wehmeier; second by Laurie Anderson; motion carried.
5. Communications – None
6. Public comment – None.
7. Trauma kits use/training. Clerk Hamre Incha is excused from today's meeting. This item is adjourned to the December 1, 2021 meeting for further report.
8. Business continuity evacuation plan –Sheriff Milbrath reports there is an agreement with the City of Jefferson to use City Hall for indoor and the parking lot behind City Hall for outdoor evacuation. He will continue to work with the City of Jefferson and others to finalize an evacuation plan for posting in all courthouse offices. This agenda item is continued to the December 1, 2021 meeting for an update.
9. Courthouse remodel –Administrator Wehmeier presents timeline for the project. At the next County Board meeting there is a proposed resolution for Maas Brothers for construction. Currently each department is meeting with the designers to review layout and design. There is a currently a review of all mechanicals in each space. Throughout the remainder of 2021, design plans will be finalized. It is intended for construction to begin in April/May 2022 with an intended completion of summer of 2024. If there are any proposed recommended changes to the layout design to be recommended by this committee or the judges, those recommendations shall be provided to the design team in September. This item will be continued to the December 1, 2021 meeting.

10. Tentative future meeting dates: All of the following meetings will be held in person.

December 1, 2021 8:30 a.m

March 2, 2022 8:30 a.m.

June 1, 2022 8:30 a.m.

11. Future agenda items – None

12. Motion to adjourn by Administrator Wehmeier; second by Sheriff Milbrath; Motion carried. Adjourned 9:02 a.m.