

COURTHOUSE SECURITY & FACILITIES COMMITTEE MINUTES

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

Wednesday, July 13, 2022 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 8:38 a.m. by Judge Gruber
2. Roll call – Judge William Gruber; County Administrator Benjamin Wehmeier; Clerk of Courts Cindy Hamre Incha; Court Commissioner Jennifer Weber; District Attorney Monica Hall; Public Defender Manager Attorney Amber Rumpf; Local Bar Association Representative Attorney Danielle Thompson; Victim/Witness Coordinator Laurie Anderson, Emergency Management Director Donna Haugom. Absent: County Board Chair Steven Nass; Sheriff Paul Milbrath
Court Reporter: Erica Schueler; Other attendees: Corporation Counsel J. Blair Ward; Sgt. Matt Kanthers; District Court Administrator Mike Neimon
3. Certification of compliance with the open meetings law verified by Corporation Counsel Blair Ward
4. Review and approve minutes from June 1, 2022 meeting-tabled to September 7, 2022 as minutes were not distributed.
5. Threat Incident Report-DCA Neimon provides information for data collections regarding incidents at the courthouse in Waukesha County as an example for collection of information for security. The information collected is from all county agencies. In order to prevent duplication of incidents and review the process further, DCS Neimon will speak with the Sheriff's Office and County Administrator for further discussion at the 09/07 meeting with the goal of finality at the 12/07 meeting. The Committee reviewed the chart for reporting of incidents regarding threat to magistrate.
6. Secure Parking – The secure parking lot in the front of the building will be only be available for approximately 60 days. During that time, Commissioners Weber and Hartley, Clerk of Courts Hamre Incha and DA Hall will park there. DA Hall requested during jury trials, the prosecuting ADA be allowed to park there. No objection. Once the outdoor lot is no longer available, the Commissioners, Clerk of Court and DA will be moving to an indoor secure location with the Judges.
7. Public Comment-None
8. Tentative future meeting dates: The September meeting will be in room 202, as per the minutes from the June meeting, the December meeting location is TBD due to construction.
September 7, 2022 8:30 a.m.
December 7, 2022 8:30 a.m.
9. Motion to adjourn by DA Hall; second by Administrator Wehmeier
Motion carried. Adjourned 9:06 a.m.