

COURTHOUSE SECURITY & FACILITIES COMMITTEE MINUTES

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

Wednesday, September 7, 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 8:35 a.m. by Judge Gruber. Motion to move #9 on the agenda for discuss after #4 made by Monica Hall, second by Donna Haugom. Motion carried.
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; Victim/Witness Coordinator Laurie Anderson, Emergency Management Director Donna Haugom. Absent: County Board Chair Steven Nass; Sheriff Paul Milbrath; Local Bar Association Representative-Attorney Danielle Thompson
Court Reporter: Erica Schueler; Other attendees: Corporation Counsel J. Blair Ward; Sgt. Matt Kanters; Judge Dehring
3. Certification of compliance with the open meetings law verified by Corporation Counsel Blair Ward
4. Review and approve minutes from June 1, 2022 and July 13, 2022 meeting-motion by Cindy Hamre Incha, second by Monica Hall. Motion carried.
5. Communications- None
6. Public comment-None
7. Trauma kits- Cindy Hamre Incha completed training and certification is pending. Following certification she will purchase kits. She is awaiting to see if she can train staff upon receiving her certification. Due to COVID, training is only being offered in Milwaukee on a limited basis. Additional updates are continued until December meeting.
8. Business continuity evaluation plan-A subcommittee is created with Donna Haugom, Monica Hall, Cindy Hamre Incha, and a representative from the Sheriff's Department. This item is continued to the December meeting to allow for the subcommittee to meet.
9. Building Project Updates-Ben Wehmeier provides updated as time line and first projects. The security trailers are in place. The parking lots are being reconfigured for the new placement of the security trailers and Sheriff's Dept vehicles. On the evening of 09/28, all security equipment will be moved to the new entrance and the existing main entrance will be closed for public use for approximately one year. All offices on the north side will move out at the end of September. RIP/COC offices will be reconfigured in October. Additional updates will be continued to December meeting.

10. Data Collection on Threat Incidents-Sgt. Kanters will work with DCS Neimon and Captain Hunter. This item is continued to December meeting.
11. Tentative future meeting dates: December 7, 2022 at 8:30 a.m. in Room 220 and March 1, 2023 at 8:30 a.m. in Room 220.
12. Motion to adjourn by Laurie Anderson; second by Cindy Hamre Incha Motion carried. Adjourned 9:01 a.m.