

Building and Grounds Committee
Meeting Minutes
Monday, March 2nd, 2026

1. Call to Order

Meeting was called to order by Backlund at 8:30 a.m.

2. Roll Call

Members Present: Curtis Backlund, Jim Braughler, Robert Preuss and Roger Lindl

Members Present via Teams: Mary Roberts

Others Present: John Fox, Jess Holmes and John Rageth

Others Present via Teams: Danielle Thompson

3. Certification of Compliance with Open Meetings Law

Holmes reported that the meeting agenda was properly noticed in compliance with the law

4. Review of Agenda

No changes were made. Backlund moved to approve the agenda as published. Seconded by Lindl. Motion passed

5. Public Comment - None

6. Communications - None

7. Approval of February 2nd, 2026, Building and Grounds Committee Minutes

Braughler moved to approve previous meeting minutes, Preuss seconded. Motion passed

8. February 17th Power and IT Outage

A portion of the city of Jefferson experienced a full power outage on February 17th, which lasted about 90 minutes. The Courthouse and Human Services both had generator issues. The Courthouse generators block heater was not operating correctly. It has been repaired. The Human Services generator is being examined by an engineering team to confirm the continued issue with the automatic transfer switch. The Facilities Team created a Crisis Response Management Plan (CRMP). The intent of the CRMP is to strengthen notifications to the Facilities Team and County Leadership in addition to, the aid in minimizing the day-to-day disruptions to business operations in the event situations like these occur again

9. Updates On Projects

- a. **Courthouse:** security film coverings were completed last week. Video surveillance is working through requested proposal
- b. **Fair Park:** All submittal packages were approved for the interior lighting project. Work will begin on March 9th and end in September. Work will stop during the week(s) of fair and will plan to complete after fair is over
- c. **Human Services:** The UW Center security and access controls projects were completed in February

10. IT Project Update

Management Information Systems (MIS) reported on email security threats being generated from AI. They are working with Mimecast, the email security data protection application, to help identify future occurrences. Backlund stated he would be attending the UW Extension AI Forum Dedicated to Local Government in Wisconsin Dells on March 5th. Rageth confirmed that members of the MIS Team will also be attending.

Implementation of Zero Trust Network Access (ZTNA) has initiated. This will replace the current Virtual Private Network (VPN) in place

11. Financial Reports (YTD)

- a. Central Services
 - b. Management Information Systems
- Reports were reviewed. No action taken

12. Discussion and possible action on future meeting dates and agenda items

Next meeting scheduled for Monday, April 6th, 2026, at 8:30 a.m.

13. Adjourn

Motion by Braughler to adjourn at 8:54 a.m. Seconded by Lindl. Motion passed