

SECURITY AND FACILITIES COMMITTEE
August 3, 2010

The Security and Facilities Committee was called to order by Chair Mark Putzke on Tuesday, August 3, 2010 at 3:06 PM in the County Boardroom, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present:	Mark Putzke	Sheriff Podoll	Dan Priske
	Marge Bostelmann	Susan Krueger	Scott Weir
	Michelle Swardenski	Laurel Munger	LeRoy Dissing
	Lynn Dutcher	Ron Ledford	Judge McMonigal

Absent: Nate Olson and Henry Conti
Also Present: Joel Gerth

AGENDA

Motion/second (Priske/Podoll) to approve the agenda. Motion carried.

MINUTES

Motion/second(Podoll/Weir) to approve the minutes of May 4, 2010 as presented. Motion carried.

PUBLIC COMMENT None

APPEARANCES

A. Lt. Joel Gerth/Head of Court Services Unit: Lt. Gerth explained his duties and talked about security in the new facility.

PROGRESS OF NEW/RENOVATED COURTHOUSE TALKS

A. Sheriff Podoll: All departments are moved in and working through problems/concerns. The security screening will be delivered in a few weeks.

B. County Clerk Bostelmann – The new addition which has been started is a continuation of the original project. Expected move –in is April of 2011.

C. Members – Putzke questioned what the new building will be called. It was also mentioned that the sign on the road for the building is too low with plants covering the letters. It was also mentioned that many people go to employee entrances and there should be signage directing people to the main entrance.

DISCUSSION OF SECURITY ISSUES

A. Putzke/Gerth – Contraband detected at Security: Someone brought a knife in and was told to take it out and put it in their car. They went outside and stuck the knife in the ground. HHS employees saw the knife and contacted security.

B. Putzke – Door Propping/Piggy Backing/Hours of Security: Policy notification has been given

and is being followed. Security officers are at the desk when the building is open.

C. Members – Judge McMonigal stated that some lawyers may want to be able to enter the building with out going through security. Podoll stated everyone will be treated the same and be required to go through security. Dissing stated that some clients have a paranoia and may need some considerations when going through security.

DISCUSSION OF FACILITY ISSUES

A. Putzke – Alert Beacon System will be operated when dispatch has been moves on site. Putzke explained how it will work.

B. Putzke – Duress Alarms: The radios are being programmed. Cameras will focus on the area of the alarm.

C. Putzke – 2nd floor hall alarm: The decibel level need to be adjusted. Weir explained that he increased the decibels and the alarm will be turned on after hours.

D. Members – Discussion was held on protocol on how to move mental patients and juveniles to the court. Podoll stated that a policy and procedure is being drafted based on discussions with the State to insure the County complies with all requirements.

REPORT ON SECUTIRY INCIDENTS

A. On County Premises:

1. Members – None

B. Off County Premises

1. Members – None

ISSUES FROM PAST MEETINGS

A. Putzke/Bostelmann – County Emergency Procedures and Operation Manual (Pending)

FUTURE AGENDA ITEMS

Policy & Procedure to move mental patients and juveniles to court rooms

ADJOURNMENT

Motion/second(Weir/Dutcher) to adjourn at 4:10. Motion carried.

Next meeting dates: November 2, 2010 (New Justice Center)
February 1, 2011

Submitted by,

Marge Bostelmann
County Clerk