

VERNON COUNTY SECURITY & FACILITIES COMMITTEE
MEETING MINUTES
Jury Room - Courthouse
April 4, 2019

Members in attendance:

Darcy J. Rood, Circuit Court Judge
John Spears, Sheriff
Brad Stuber, Court Security Officer
Brandon Larson, Emergency Management Director
Charlie Jacobson, Captain – Sheriff’s Department
Todd Simonson, Viroqua Police Dept.
Kristi Peterson, Judicial Assistant

- **Call to Order & Affirmation of Proper Notice of Public Hearing:** The meeting was called to order by Judge Rood at 10:11 a.m. Proper notice of a public hearing was affirmed.
- **Approval of Minutes:** A motion was made by John Spears to approve the minutes of the August 9, 2018, meeting. Seconded by Brandon Larson. Motion carried.
- **Updates:**

Emergency Management/Training/Drills – Brandon Larson reported that he has been busy dealing with spring flooding issues. He will work with Brad Stuber to get approximately 20 employees trained on the Safety and Security Action Plan. A fire drill was held last October and next week is Severe Weather Awareness week and there will be a tornado drill on Thursday, April 11, 2019 at 1:45 pm.

Court Services Report – Brad Stuber reported that he has been wanding both the petitioner and respondent prior to restraining order hearings and then escorting them out of the building after the hearing. Judge Rood suggested having the petitioner appear by video conference during the hearing and wondered if Jill Schrobilgen could get this set up. Two parties were arrested during court this month.

Enhanced Security Equipment Update - The committee still has not received any information from Chief Deputy Campbell on finding a metal detector for the upper courtroom. Sheriff Spears will follow-up with him on any developments.

Cameras/Locks – Brad Stuber shared he has limited access to the cameras. Brandon Larson indicated that IT has limited access to the cameras to only certain employees and that Brad should check with them to make sure he has full access. Some of the cameras need to be re-positioned to provide better angles. The courthouse is the only building that does not have the new card swipe system.

Security Lights in hallways/stairwells: There is a new security light in the stairwell of the annex/courthouse. Brandon has been working with the Building & Grounds committee to have lights left on in the stairwells and/or installing motion lights in the buildings for the safety of the employees.

- **Other/New Business:** No old business was discussed. Brandon Larson shared that HR is looking to have a panic button installed in their office.
- **Next Meeting.** August 8, 2019.
- **Adjournment.** A Motion to adjourn the meeting was made by Charlie Jacobson and seconded by Todd Simonson. Meeting was adjourned by Judge Rood at 10:32 am