

**VERNON COUNTY SECURITY & FACILITIES COMMITTEE
MEETING MINUTES
Jury Room - Courthouse
December 5, 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
Sheila Olson, Clerk of Court
Rick Niedfeldt, Viroqua Police Chief
Todd Simonson, Viroqua Police Dept.
Stephanie Hopkins, Family Court Commissioner
Kristi Peterson, Judicial Assistant**

- **Call to Order.** Meeting was called to order by Brad Stuber and Stephanie Hopkins at 12:03 p.m.
- **Affirmation of Proper Notice of Public Hearing:** Proper notice of a public hearing was affirmed.
- **Approval of Minutes:** A motion was made by Todd Simonson to approve the minutes of the August 8, 2019 meeting. Seconded by Charlie Jacobson. Motion carried.
- **Updates:**

Emergency Management – Brandon is drafting a Security Action Plan for the new Highway Department. He is making sure all new employees have taken training. Stephanie Hopkins and Nikki Swayne would also like to have the training. Brandon and/or Brad will set up a time for them, as well as any other attorney interested, to take the training.

Court Services Report – Brad discussed his report and the committee discussed a couple of persons that he feels we may need to keep a close eye on and staff up on security. His report is attached.

Enhanced Security Equipment Update - Charlie Jacobson checked with the chief deputy and no walk through scanners were available. The jail purchased the Cellsense device after it was demoed. A discussion was

held if it could also be used here at the courthouse for high profile cases. It was determined that a protocol would need to be in place before that could happen. Judge Rood shared her concerns about using the Cellsense device in the courtroom.

Training/Drills: An “all-page” phone test was done at the courthouse and went well. Brandon will continue testing the phones at the Erlandson building. Brandon and Brad are planning drills for the courthouse and Erlandson buildings in the next couple of months.

Cameras/Locks – Brad and Brandon will work on repositioning a few of the cameras that have dead spots for better views or repurposing them to other spots of the courthouse. At this time, anyone not using the swipe cards will not be required to change and will keep their key pads.

- **Other/New Business:**

-Stephanie Hopkins addressed the Supreme Court Rule about courthouse security that she learned about at a training. The committee discussed that unfortunately funding is not available for these mandates.

- **Next Meeting.** April 2, 2020 at 10:00 am.

- **Adjournment.** A Motion to adjourn the meeting was made by John Spears and seconded by Stephanie Hopkins to adjourn the meeting. Meeting was adjourned at 12:36 pm