

**VERNON COUNTY SECURITY & FACILITIES COMMITTEE
MEETING MINUTES
County Board Room – Courthouse Annex
August 7, 2014**

Members in attendance:

**Michael J. Rosborough, Circuit Court Judge
Kathy Buros, Clerk of Court
Chad Buros, Emergency Management Director
Russell Hanson, Family Court Commissioner
Jerry Frank, Court Security Officer
Kristi Peterson, Judicial Assistant**

- **Call to Order & Affirmation of Proper Notice of Public Hearing:** The meeting was called to order by Judge Rosborough at 10:31 a.m. Proper notice of public hearing affirmed.
- **Approval of Minutes:** A motion was made by Russell Hanson to approve the minutes of the April 3, 2014, meeting. Seconded by Kathy Buros. Motion carried.
- **Updates:**
 - Emergency Management - Chad Buros reported that employee trainings are now complete. He and Jerry are working on a schedule for drills. The drills will involve weather, fire, personal threat, bomb threats and medical emergencies.
 - Cameras – Jerry has been doing daily checks (Mon. – Fri) of the courthouse campus cameras. There have been no problems observed. There was recently a situation where he needed to look back at footage and was not able to go back far enough to retrieve the data needed. The company promised storage for at least 30 days but he was only able to go back approximately 18 days. Chad Buros will contact the company and discuss this issue with them. There are five wireless cameras that are not yet wired into the system. The committee asked Jerry and Chad to figure out how many new cameras are needed and try to come up with some cost figures in the next month. They will get some figures together and send a report to be disbursed to committee members.
 - Locks – all locks should be installed now. The committee had a conversation about changing the lock code.

- Court Services Report – The court security officer provided 17 escorts from April thru July. He performed 46 electronic searches of persons before entering the courtroom. The panic alarms sounded in June due to a lightning strike but everything was fine.
- **Other/New Business:**
 - Judge Rosborough shared information on an upcoming Firearms Training in La Crosse on October 2, 2014.
- **Next Meeting.** December 4, 2014 at 10:30 A.M.
- **Adjournment.** Meeting was adjourned by Judge Rosborough at 10:55 A.M.