

Minutes of Meeting
Clark County Safety and Security Committee
May 6, 2019
Clark County Courthouse- Room 305

Jake Brunette called the meeting to order at 12:03 pm.

Roll Call

Committee Members Present: Jake Brunette, Chris Jensen, Jim Smagacz, Harold Dillenbeck, John Ross, Jane Schmitz and Jim Hirsch. Lyndsey Brunette arrived at 12:09 pm.

Committee Members Absent: None

Attendance

Others in attendance some time during the meeting were as follows: Wayne Hendrickson

Appointments

Motion by Jim Smagacz seconded by Jane Schmitz to appoint Jake Brunette as chair of the committee. Voice vote, motion carried.

Motion by Jim Smagacz seconded by Jane Schmitz to appoint Chris Jensen as secretary of the committee. Voice vote, motion carried.

Committee Scope and Mission

Jake suggested the mission statement for the committee be “To provide a safe and secure environment for employees and the public”. Motion by John Ross seconded by Harold Dillenbeck to approve the suggested mission statement. Voice vote, motion carried. The consensus of the committee was to start with addressing the safety/security at the courthouse, and to branch out to the other facilities later.

Judge Lyndsey Brunette arrived.

Inspections and Audits

The committee reviewed the floor plan of the courthouse. Motion by Lyndsey Brunette seconded by John Ross to complete an internal site audit. Voice vote, motion carried.

The committee reviewed the Facility Security Survey completed by the US Marshal’s office back in 2014. There was discussion on one or two point secured entrances. Jim Hirsch and Jake will work on gathering data for costs for a secured entrance.

Safety & Security Policies

The committee reviewed the Courthouse Safety Guidelines from 2013. These policies need to be updated. Jim Hirsch will address the active shooter, bomb threat, and lockdown. John Ross will review the weather related policies and Harold will address the fire evacuation guidelines.

Judge Lyndsey Brunette left the meeting at 1:02 pm.

Training and Education

The committee recommended the Courthouse Safety Guidelines be included in new employee orientation.

Incident Review

The main thing is to respond appropriately and be aware of situations that may arise.

Next Meeting/Agenda Items

The next meeting is scheduled for June 12, 2019 at 10:00 am.

Adjournment

Motion by Jim Smagacz seconded by Harold Dillenbeck to adjourn the meeting at 1:13 pm.

Voice vote, motion carried.

Chris Jensen
County Clerk