

SECURITY AND FACILITIES COMMITTEE  
March 27, 2017

The Security and Facilities Committee was called to order by Judge Slate on Monday, March 27 at 3:30 PM in Jury Room 2, Green Lake County Government Center, 571 County Road A, Green Lake, WI.

Present: Judge Slate                                      Sheriff Podoll                                      Harley Reabe  
                 Liz Otto (secretary)                                      Cathy Schmit                                      Amy Thoma  
                 Scott Weir

Absent: DA Andrew Christenson, Joey Roeth, Jason Jerome, Kristin Galatowitsch, Henry Conti, Lynn Dutcher

Also present: Chief Deputy Mark Putzke

**Agenda**

Judge Slate stated that this is a committee outlined by Supreme Court Rules so therefore the agenda does not require approval, a quorum is not required, and Roberts Rules of Order does not need to be followed.

**Minutes**

*Motion/Second (Podoll/Thoma)* to approve the minutes of July 19, 2016. Motion carried.

**Additional Members to Committee**

Judge Slate read the list of members for the committee as recommended by the Supreme Court to include the Judge, County Board chair, County Administrator, Clerk of Circuit Court, Sheriff, District Attorney, Victim Witness Coordinator, Public Defender, Court Commissioner, President of the Bar Association, and maintenance. Judge Slate recommended that the HHS Director be included as well. In the past it has been difficult to assemble a quorum for meetings which required the lowering of the number of members. Discussion held. Since no quorum is required, a show of hands by those present indicated approval of members as recommended.

**Access to West Wing through Security**

Chairman Reabe explained his ideas to incorporate security for those employees and the general public in the West Wing. Discussion held. *Motion/second (Reabe/Putzke)* to forward this to the Property & Insurance committee to look at possible options with the support of the Securities and Facilities committee. All ayes. Motion carried.

**Shooting Exercise**

Chief Deputy Mark Putzke outlined ideas for possible shooting exercises. County Administrator Cathy Schmit recommended a full blown exercise. Discussion held. Due to the amount of planning required, this will be put on the next agenda. The shooting exercise previously recommended will be held as part of the larger exercise.

**Chief Deputy's seven weak links in Security**

Judge Slate presented the Chief Deputy's seven weak links in the security system of which two were discussed:

- 1) Door propping and piggy backing by staff without accountability.  
Chief Deputy Putzke stated neither of these are allowed as recommended in the security procedures outlined by the state security manual. Discussion held. More emphasis should be placed on proper procedures by Department Heads.
- 2) Outside vendors being given free and sometimes unsupervised access to our entire building.  
Maintenance Supervisor Scott Weir informed the committee on the procedures his department currently uses for outside vendors. Discussion held on formulating a “best practices” policy regarding this.

**Other Security Issues**

Judge Slate advised that due to the recent events in Wausau he feels area lawyers should be included in the shooting drill when it takes place.

**Facility Issues** - None

**Adjournment**

Judge Slate adjourned the meeting at 4:30 pm.

Respectfully submitted,

*/s/ Liz Otto*

Liz Otto  
County Clerk