

September 23, 2016

PUBLIC SAFETY COMMITTEE MEETING
Douglas County Board of Supervisors
Thursday, September 29, 2016, 4:00 p.m., Courthouse Room 207C
1313 Belknap Street, Superior, Wisconsin

Please call the County Clerk's Office (715-395-1569) if you are unable to attend.

MEMBERS: Samuel Pomush, Chair Rosemary Lear, Vice Chair Marvin Finendale
 Charlie Glazman Alan Jaques

A G E N D A

(Committee to maintain a two-hour meeting limit *or* take action to continue meeting beyond that time).

1. Roll call.
2. Approval of the August 25, 2016, meeting minutes (attached).
3. Updates and reports (Information only - budget reports attached; all departments listed but may not have any additional reports):
 - a. District Attorney: Jail revenue/local court bail/sentence decisions;
 - b. Child Support;
 - c. Circuit Court Branch I;
 - d. Circuit Court Branch II;
 - e. Clerk of Courts;
 - f. Court Commissioner;
 - g. Emergency Management;
 - h. Communications Center;
 - i. Medical Examiner;
 - j. Probate;
 - k. Sheriff – Patrol Division; and
 - l. Sheriff – Jail Division.
4. Informational:
 - a. Reduction of jail occupants – low level crimes;
 - b. Courtroom chairs;
 - c. U.S. Marshals Facility Security Survey 2012 (attached); and
 - d. Douglas County security policy.
5. Future agenda items.

ec: County Board Supervisors Andy Lisak Susan Sandvick Candy Holm-Anderson Jaime McMeekin
 Kaci Lundgren(website) Tracy Ruppe Carolyn Pierce Shelley Nelson Tom Dalbec
 Lisa Johnson Michele Wick Kelly Thimm George Glonek Rebecca Lovejoy
 Keith Kesler Dan Blank Darrell Witt Jerry Moe

Note: Attachments to agenda are available in County Clerk's Office for review or copying, and are also available on the county's website www.douglascountywi.org. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of any accommodation to participate in the public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request, depending on the amount of notice we receive.

Posted: Courthouse, Government Center, Telegram copied.



09-23-16

Pamela A. Tafelski

PUBLIC SAFETY COMMITTEE MEETING
Douglas County Board of Supervisors
Thursday, August 25, 2016, 4:00 p.m., Courthouse Room 207C
1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair Sam Pomush.

ROLL CALL: Present - Rosemary Lear, Marvin Finendale, Charlie Glazman, Alan Jaques, Sam Pomush. Others present – Darrell Witt, Lisa Johnson, Keith Kesler, Michele Wick, Dan Corbin, Tom Dalbec, Tracy Ruppe, Kelly Thimm, Mark Liebaert, Andy Lisak, Dan Blank, Rebecca Lovejoy, Pamela Tafelski (Committee Clerk).

APPROVAL OF MINUTES: Motion by Lear, second Jaques, to approve June 30, 2016, meeting minutes Motion carried.

ACTION ITEMS/REFERRALS:

2017 Department Requested Budgets: Attached and reviewed.

ACTION: Motion by Finendale, second Lear, to suspend agenda and move to items 3.k., 3.l., 3.g. and 3.h. Motion carried.

Sheriff – Patrol Division: Net cost increase of 3.27% reviewed.

ACTION (REFERRAL): Motion by Jaques, second Glazman, to approve and forward to Administration Committee. Motion carried.

Sheriff – Jail Division: Net cost increase of 2.16% reviewed.

ACTION (REFERRAL): Motion by Lear, second Jaques, to approve and forward to Administration Committee. Motion carried.

Emergency Management: Net cost decrease of 3.25% reviewed.

ACTION (REFERRAL): Motion by Lear, second Finendale, to approve and forward to Administration Committee. Motion carried.

Communications Center: Net cost increase of 3.08% reviewed; full staffing budgeted; lead dispatcher new position not funded.

ACTION (REFERRAL): Motion by Lear, second Finendale, to approve and forward to Administration Committee. Motion carried.

Child Support: Net cost decrease of 4.43% reviewed.

ACTION (REFERRAL): Motion by Jaques, second Lear, to approve and forward to Administration Committee. Motion carried.

Circuit Court Branch I: Net cost increase of .46% reviewed.

ACTION (REFERRAL): Motion by Lear, second Jaques, to approve and forward to Administration Committee. Motion carried.

Circuit Court Branch II: Net cost increase of 1.62%.

ACTION (REFERRAL): Motion by Lear, second Jaques, to approve and forward to Administration Committee. Motion carried.

Clerk of Court: Impact of position upgrades reviewed; net cost increase of 2.38%.

ACTION (REFERRAL): Motion by Lear, second Jaques, to approve and forward to Administration Committee. Motion carried.

Court Commissioner: Net cost increase of 4.36%; both staff on merit compensation rate.

ACTION (REFERRAL): Motion by Jaques, second Lear, to approve and forward to Administration Committee. Motion carried.

District Attorney: Memo to committee members and Administrator regarding budget needs, staffing levels, and statewide DA workload analysis attached/reviewed. Net cost decrease of 3.84%; no levy increase.

ACTION (REFERRAL): Motion by Lear, second Jaques, to approve and forward to Administration Committee. Motion carried.

Medical Examiner: Net cost decrease of 6.42%; 0% impact on levy.

ACTION (REFERRAL): Motion by Jaques, second Lear, to approve and forward to Administration Committee. Motion carried.

Probate: Net cost decrease of .87%; increased reimbursement for Guardian ad Litem.

ACTION (REFERRAL): Motion by Glazman, second Lear, to approve and forward to Administration Committee. Motion carried.

Lisak explained the \$1.2 million budget shortfall and possible solution.

FUTURE AGENDA ITEMS: Courtroom chairs; U.S. Marshal's security report; Douglas County security policy.

ADJOURNMENT: Motion by Lear, second Glazman, to adjourn. Motion carried. Adjourned 5:09 p.m.

Submitted by,

Pamela A. Tafelski
Committee Clerk



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
DEPARTMENT SUMMARY
2016
For The Eight Months Ending
8/31/2016



Department	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
CHILD SUPPORT	(24,920.75)	2,169.00	-	2,169.00	(74,587.26)	(71,475.22)	3,112.04
CIRCUIT COURT I	60,820.36	64,760.00	-	64,760.00	43,173.30	42,115.29	(1,058.01)
CIRCUIT COURT II	75,320.57	80,981.00	-	80,981.00	53,987.30	54,488.08	500.78
CLERK OF COURTS	212,170.65	210,757.00	-	210,757.00	140,504.64	98,532.53	(41,972.11)
COURT COMMISSIONER	79,739.47	88,597.00	-	88,597.00	59,064.64	65,731.26	6,666.62
DISTRICT ATTORNEY	308,764.89	330,804.00	-	330,804.00	219,469.34	207,457.92	(12,011.42)
EMERGENCY MANAGEMENT	396,094.69	408,075.00	98,000.00	506,075.00	369,902.64	467,528.90	97,626.26
COMMUNICATIONS CENTER	900,807.48	1,016,591.00	-	1,016,591.00	677,727.34	627,092.71	(50,634.63)
MEDICAL EXAMINER	96,809.37	105,862.00	-	105,862.00	70,574.66	62,359.57	(8,215.09)
PROBATE	96,119.80	103,609.00	-	103,609.00	69,072.60	44,749.56	(24,323.04)
SHERIFF-PATROL DIVISION	3,776,262.25	3,841,135.00	-	3,841,135.00	2,560,756.60	2,530,215.80	(30,540.80)
SHERIFF-JAIL DIVISION	4,103,235.09	4,099,267.00	-	4,099,267.00	2,732,844.74	2,818,988.35	86,143.61



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
DISTRICT ATTORNEY
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	63,937.92	60,000.00	-	60,000.00	40,000.00	34,937.71	(5,062.29)
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-	-
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-	-
Revenues	63,937.92	60,000.00	-	60,000.00	40,000.00	34,937.71	(5,062.29)
Expenditures							
Personnel Services (salary & benefits)	339,183.72	355,784.00	-	355,784.00	237,189.32	221,302.44	(15,886.88)
Contractual Services	10,176.67	8,900.00	-	8,900.00	5,933.36	3,240.88	(2,692.48)
Supplies & Expense	13,958.35	15,720.00	-	15,720.00	9,413.34	10,898.24	1,484.90
Fixed Charges	1,033.00	1,600.00	-	1,600.00	1,066.66	1,182.00	115.34
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	8,351.07	8,800.00	-	8,800.00	5,866.66	5,772.07	(94.59)
Expenditures	372,702.81	390,804.00	-	390,804.00	259,469.34	242,395.63	(17,073.71)
Net Cost	\$ 308,764.89	\$ 330,804.00	\$ -	\$ 330,804.00	\$ 219,469.34	\$ 207,457.92	(12,011.42)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
CHILD SUPPORT
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes *	\$ 228,100.00	\$ 228,100.00	\$ -	\$ 228,100.00	\$ 228,100.00	\$ 228,100.00	\$ -
Intergovernmental Revenues (Grants)	820,976.51	830,700.00	-	830,700.00	553,799.98	519,768.01	(34,031.97)
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	10,733.92	11,500.00	-	11,500.00	7,666.66	8,141.39	474.73
Intergovt. Charges For Serv.	62.50	-	-	-	-	-	-
Miscellaneous Revenues	273.60	-	-	-	-	-	-
Revenues	1,060,146.53	1,070,300.00	-	1,070,300.00	789,566.64	756,009.40	(33,557.24)
Expenditures							
Personnel Services (salary & benefits)	840,880.64	854,519.00	-	854,519.00	569,679.36	543,276.10	(26,403.26)
Contractual Services	28,986.78	37,000.00	-	37,000.00	24,666.68	14,520.08	(10,146.60)
Supplies & Expense	25,990.23	30,350.00	-	30,350.00	20,233.34	16,771.85	(3,461.49)
Fixed Charges	111,092.00	123,600.00	-	123,600.00	82,400.00	92,253.32	9,853.32
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	28,276.13	27,000.00	-	27,000.00	18,000.00	17,712.83	(287.17)
Expenditures	1,035,225.78	1,072,469.00	-	1,072,469.00	714,979.38	684,534.18	(30,445.20)
Net Cost	\$ (24,920.75)	\$ 2,169.00	\$ -	\$ 2,169.00	\$ (74,587.26)	\$ (71,475.22)	3,112.04

* Tax Levy recorded for 12 months



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
CIRCUIT COURT I
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-	-
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-	-
Revenues	-	-	-	-	-	-	-
Expenditures							
Personnel Services (salary & benefits)	53,088.46	54,038.00	-	54,038.00	36,025.32	36,695.83	\$ 670.51
Contractual Services	1,941.04	3,050.00	-	3,050.00	2,033.32	1,231.93	(801.39)
Supplies & Expense	2,997.22	4,822.00	-	4,822.00	3,214.66	2,285.87	(928.79)
Fixed Charges	206.00	250.00	-	250.00	166.66	195.00	28.34
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	2,587.64	2,600.00	-	2,600.00	1,733.34	1,706.66	(26.68)
Expenditures	60,820.36	64,760.00	-	64,760.00	43,173.30	42,115.29	(1,058.01)
Net Cost	\$ 60,820.36	\$ 64,760.00	\$ -	\$ 64,760.00	\$ 43,173.30	\$ 42,115.29	(1,058.01)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
CIRCUIT COURT II
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-	-
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-	-
Revenues	-	-	-	-	-	-	-
Expenditures							
Personnel Services (salary & benefits)	50,002.97	54,231.00	-	54,231.00	36,153.98	36,820.19	\$ 666.21
Contractual Services	2,016.47	2,000.00	-	2,000.00	1,333.32	1,117.43	(215.89)
Supplies & Expense	20,616.47	21,950.00	-	21,950.00	14,633.34	14,668.38	35.04
Fixed Charges	208.00	300.00	-	300.00	200.00	243.00	43.00
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	2,476.66	2,500.00	-	2,500.00	1,666.66	1,639.08	(27.58)
Expenditures	75,320.57	80,981.00	-	80,981.00	53,987.30	54,488.08	500.78
Net Cost	\$ 75,320.57	\$ 80,981.00	\$ -	\$ 80,981.00	\$ 53,987.30	\$ 54,488.08	500.78



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
CLERK OF COURTS
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	152,472.79	150,500.00	-	150,500.00	100,333.34	151,599.81	51,266.47
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	159,767.74	217,000.00	-	217,000.00	144,666.66	110,476.16	(34,190.50)
Public Charges For Services	148,185.41	121,900.00	-	121,900.00	81,266.68	94,084.53	12,817.85
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	583.74	800.00	-	800.00	533.34	472.36	(60.98)
Revenues	461,009.68	490,200.00	-	490,200.00	326,800.02	356,632.86	29,832.84
Expenditures							
Personnel Services (salary & benefits)	540,283.63	576,032.00	-	576,032.00	384,021.32	371,526.14	\$ (12,495.18)
Contractual Services	82,805.21	78,375.00	-	78,375.00	52,250.00	53,774.87	1,524.87
Supplies & Expense	24,149.65	26,550.00	-	26,550.00	17,700.00	16,008.48	(1,691.52)
Fixed Charges	2,487.36	3,000.00	-	3,000.00	2,000.00	2,702.38	702.38
Grants & Contributions	7,606.12	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	15,848.36	17,000.00	-	17,000.00	11,333.34	11,153.52	(179.82)
Expenditures	673,180.33	700,957.00	-	700,957.00	467,304.66	455,165.39	(12,139.27)
Net Cost	\$ 212,170.65	\$ 210,757.00	\$ -	\$ 210,757.00	\$ 140,504.64	\$ 98,532.53	(41,972.11)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
COURT COMMISSIONER
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	6,467.00	7,000.00	-	7,000.00	4,666.66	4,580.00	(86.66)
Intergovt. Charges For Serv.	116,926.08	116,000.00	-	116,000.00	77,333.34	73,808.29	(3,525.05)
Miscellaneous Revenues	-	-	-	-	-	-	-
Revenues	123,393.08	123,000.00	-	123,000.00	82,000.00	78,388.29	(3,611.71)
Expenditures							
Personnel Services (salary & benefits)	185,180.65	187,247.00	-	187,247.00	124,831.32	130,347.72	\$ 5,516.40
Contractual Services	8,665.52	13,650.00	-	13,650.00	9,100.00	6,722.19	(2,377.81)
Supplies & Expense	4,751.62	5,900.00	-	5,900.00	3,933.32	3,796.52	(136.80)
Fixed Charges	535.00	800.00	-	800.00	533.34	630.00	96.66
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	3,999.76	4,000.00	-	4,000.00	2,666.66	2,623.12	(43.54)
Expenditures	203,132.55	211,597.00	-	211,597.00	141,064.64	144,119.55	3,054.91
Net Cost	\$ 79,739.47	\$ 88,597.00	\$ -	\$ 88,597.00	\$ 59,064.64	\$ 65,731.26	6,666.62



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
EMERGENCY MANAGEMENT
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	520,755.59	71,735.00	-	71,735.00	47,823.34	45,614.96	(2,208.38)
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-	-
Intergovt. Charges For Serv.	38,790.61	26,000.00	-	26,000.00	17,333.34	-	(17,333.34)
Miscellaneous Revenues	206,176.58	76,500.00	-	76,500.00	51,000.00	44,386.20	(6,613.80)
Revenues	765,722.78	174,235.00	-	174,235.00	116,156.68	90,001.16	(26,155.52)
Expenditures							
Personnel Services (salary & benefits)	251,226.59	290,506.00	-	290,506.00	193,670.66	197,192.04	3,521.38
Contractual Services	666,290.28	147,755.00	-	147,755.00	98,503.34	140,228.11	41,724.77
Supplies & Expense	111,526.32	75,748.00	-	75,748.00	50,498.66	21,015.31	(29,483.35)
Fixed Charges	13,816.00	21,922.00	-	21,922.00	14,614.66	15,299.00	684.34
Grants & Contributions	13,118.67	15,000.00	-	15,000.00	10,000.00	12,051.82	2,051.82
Capital Outlay	93,877.78	20,000.00	98,000.00	118,000.00	111,333.34	164,388.30	53,054.96
Department Allocation	11,961.83	11,379.00	-	11,379.00	7,438.66	7,355.48	(83.18)
Expenditures	1,161,817.47	582,310.00	98,000.00	680,310.00	486,059.32	557,530.06	71,470.74
Net Cost	\$ 396,094.69	\$ 408,075.00	\$ 98,000.00	\$ 506,075.00	\$ 369,902.64	\$ 467,528.90	97,626.26



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
COMMUNICATIONS CENTER
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-	-
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	19,675.17	10,000.00	-	10,000.00	6,666.66	551.73	(6,114.93)
Revenues	19,675.17	10,000.00	-	10,000.00	6,666.66	551.73	(6,114.93)
Expenditures							
Personnel Services (salary & benefits)	749,809.60	843,254.00	-	843,254.00	562,169.34	550,680.15	(11,489.19)
Contractual Services	103,408.79	112,200.00	-	112,200.00	74,800.00	35,739.09	(39,060.91)
Supplies & Expense	31,652.34	33,437.00	-	33,437.00	22,291.34	17,629.90	(4,661.44)
Fixed Charges	3,419.00	5,700.00	-	5,700.00	3,800.00	3,080.00	(720.00)
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	32,192.92	32,000.00	-	32,000.00	21,333.32	20,515.30	(818.02)
Expenditures	920,482.65	1,026,591.00	-	1,026,591.00	684,394.00	627,644.44	(56,749.56)
Net Cost	\$ 900,807.48	\$ 1,016,591.00	\$ -	\$ 1,016,591.00	\$ 677,727.34	\$ 627,092.71	(50,634.63)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
MEDICAL EXAMINER
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	23,650.00	28,050.00	-	28,050.00	18,700.00	21,870.00	3,170.00
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	20.00	-	-	-	-	15.00	15.00
Revenues	23,670.00	28,050.00	-	28,050.00	18,700.00	21,885.00	3,185.00
Expenditures							
Personnel Services (salary & benefits)	34,424.56	35,222.00	-	35,222.00	23,481.34	26,040.66	2,559.32
Contractual Services	70,330.62	71,500.00	-	71,500.00	47,666.66	51,371.94	3,705.28
Supplies & Expense	12,524.92	19,120.00	-	19,120.00	12,746.66	4,991.93	(7,754.73)
Fixed Charges	975.00	1,320.00	-	1,320.00	880.00	1,020.00	140.00
Grants & Contributions	-	1,000.00	-	1,000.00	666.66	-	(666.66)
Capital Outlay	-	4,500.00	-	4,500.00	3,000.00	-	(3,000.00)
Department Allocation	2,224.27	1,250.00	-	1,250.00	833.34	820.04	(13.30)
Expenditures	120,479.37	133,912.00	-	133,912.00	89,274.66	84,244.57	(5,030.09)
Net Cost	\$ 96,809.37	\$ 105,862.00	\$ -	\$ 105,862.00	\$ 70,574.66	\$ 62,359.57	(8,215.09)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
PROBATE
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	39,756.00	35,000.00	-	35,000.00	23,333.34	44,483.00	21,149.66
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-	-
Public Charges For Services	25,544.03	22,000.00	-	22,000.00	14,666.66	18,351.51	3,684.85
Intergovt. Charges For Serv.	-	-	-	-	-	-	-
Miscellaneous Revenues	140.00	-	-	-	-	-	-
Revenues	65,440.03	57,000.00	-	57,000.00	38,000.00	62,834.51	24,834.51
Expenditures							
Personnel Services (salary & benefits)	105,276.09	106,859.00	-	106,859.00	71,239.28	75,190.98	3,951.70
Contractual Services	45,810.03	41,200.00	-	41,200.00	27,466.66	25,111.22	(2,355.44)
Supplies & Expense	6,597.18	8,650.00	-	8,650.00	5,766.66	4,724.08	(1,042.58)
Fixed Charges	431.21	750.00	-	750.00	500.00	489.30	(10.70)
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Department Allocation	3,445.32	3,150.00	-	3,150.00	2,100.00	2,068.49	(31.51)
Expenditures	161,559.83	160,609.00	-	160,609.00	107,072.60	107,584.07	511.47
Net Cost	\$ 96,119.80	\$ 103,609.00	\$ -	\$ 103,609.00	\$ 69,072.60	\$ 44,749.56	(24,323.04)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
SHERIFF-PATROL DIVISION
For The Eight Months Ending
8/31/2016



	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	128,837.76	155,694.00	-	155,694.00	103,795.98	79,908.50	(23,887.48)
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	40,357.95	60,000.00	-	60,000.00	40,000.00	30,868.84	(9,131.16)
Public Charges For Services	44,592.76	68,000.00	-	68,000.00	45,333.32	28,612.90	(16,720.42)
Intergovt. Charges For Serv.	96,291.89	110,500.00	-	110,500.00	73,666.66	71,125.20	(2,541.46)
Miscellaneous Revenues	59,998.98	58,500.00	-	58,500.00	39,000.02	35,327.14	(3,672.88)
Revenues	370,079.34	452,694.00	-	452,694.00	301,795.98	245,842.58	(55,953.40)
Expenditures							
Personnel Services (salary & benefits)	3,382,827.81	3,420,475.00	-	3,420,475.00	2,280,316.62	2,225,890.15	(54,426.47)
Contractual Services	225,582.52	229,794.00	-	229,794.00	153,196.02	142,876.11	(10,319.91)
Supplies & Expense	228,280.99	333,350.00	-	333,350.00	222,233.30	143,179.79	(79,053.51)
Fixed Charges	52,673.35	61,330.00	-	61,330.00	40,886.66	47,382.63	6,495.97
Grants & Contributions	-	200.00	-	200.00	133.34	-	(133.34)
Capital Outlay	153,568.38	148,680.00	-	148,680.00	99,120.00	150,476.33	51,356.33
Department Allocation	103,408.54	100,000.00	-	100,000.00	66,666.64	66,253.37	(413.27)
Expenditures	4,146,341.59	4,293,829.00	-	4,293,829.00	2,862,552.58	2,776,058.38	(86,494.20)
Net Cost	\$ 3,776,262.25	\$ 3,841,135.00	\$ -	\$ 3,841,135.00	\$ 2,560,756.60	\$ 2,530,215.80	(30,540.80)



DOUGLAS COUNTY PUBLIC SAFETY COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
SHERIFF-JAIL DIVISION
For The Eight Months Ending
8/31/2016

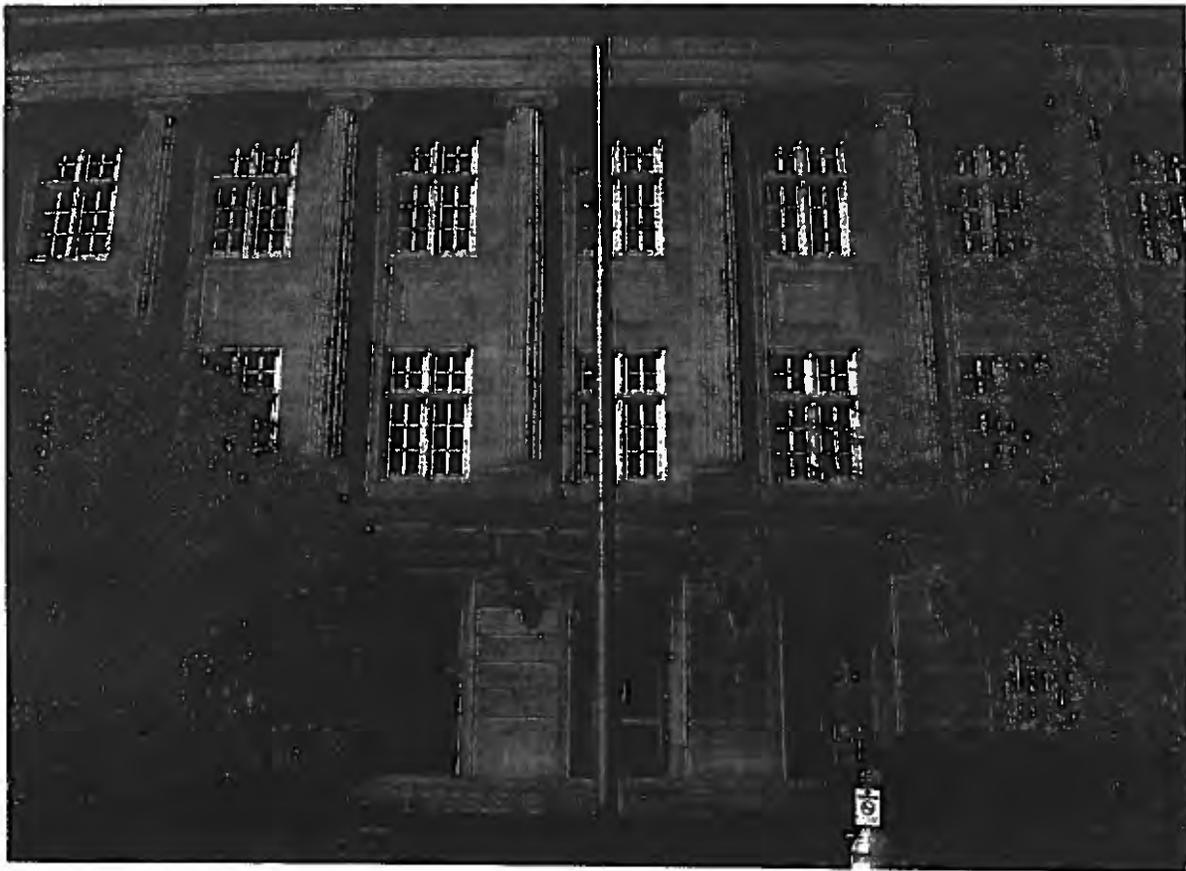


	2015 Actual Amount	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	2016 Amended Budget YTD	Actual Amount YTD	Variance YTD
Revenues							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues (Grants)	86,281.36	78,000.00	-	78,000.00	52,000.00	-	(52,000.00)
Licenses & Permits	-	-	-	-	-	-	-
Fines Forfeits & Penalties	51,684.58	53,000.00	-	53,000.00	35,333.32	33,604.93	(1,728.39)
Public Charges For Services	320,041.61	349,600.00	-	349,600.00	233,066.66	260,016.95	26,950.29
Intergovt. Charges For Serv.	687,395.72	796,000.00	-	796,000.00	530,666.68	428,742.42	(101,924.26)
Miscellaneous Revenues	909.48	1,000.00	-	1,000.00	666.66	1,270.63	603.97
Revenues	1,146,312.75	1,277,600.00	-	1,277,600.00	851,733.32	723,634.93	(128,098.39)
Expenditures							
Personnel Services (salary & benefits)	3,633,249.55	3,702,882.00	-	3,702,882.00	2,468,588.04	2,449,714.80	(18,873.24)
Contractual Services	982,125.21	978,500.00	-	978,500.00	652,333.34	669,226.45	16,893.11
Supplies & Expense	162,581.63	193,485.00	-	193,485.00	128,990.00	98,008.76	(30,981.24)
Fixed Charges	22,935.87	30,000.00	-	30,000.00	20,000.00	23,439.20	3,439.20
Grants & Contributions	-	-	-	-	-	-	-
Capital Outlay	-	20,000.00	-	20,000.00	13,333.34	-	(13,333.34)
Department Allocation	448,655.58	452,000.00	-	452,000.00	301,333.34	302,234.07	900.73
Expenditures	5,249,547.84	5,376,867.00	-	5,376,867.00	3,584,578.06	3,542,623.28	(41,954.78)
Net Cost	\$ 4,103,235.09	\$ 4,099,267.00	\$ -	\$ 4,099,267.00	\$ 2,732,844.74	\$ 2,818,988.35	86,143.61

DEPARTMENT OF JUSTICE
UNITED STATES MARSHALS SERVICE
FACILITY SECURITY SURVEY

Name of Facility: **Douglas County**

Address: 1313 Belknap St.
Superior, WI.



Survey Conducted By: Dale Emmerton
Date: September 18, 2012

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

DEFINITIONS: For the purpose of this survey, the following definitions are offered:

1. **Judicial Facility:** Any building containing space designated for use by the federal judiciary or its staff.
2. **Judicial Areas:** These include chambers, law libraries, judicial corridors and related space.
3. **Adjacent Judicial Areas:** These areas include corridors, passageways, elevator lobbies, etc., connecting or providing access to courtrooms, jury rooms, chambers, offices or any other judicial space.
4. **Public Areas of the Building:** These include the lobby, all nonjudicial occupant offices, as well as the clerk of the court's office, probation offices, U.S. Attorney offices, cafeterias, snack bars, restrooms and hallways.
5. **Courtroom Areas:** These include courtrooms, jury rooms and witness rooms.

GENERAL INFORMATION

1. **Briefly describe the immediate environment of the judicial facility.**

- Business Area
- Industrial Area
- High-crime Area
- Other (Explain): _____

2. **Is this a government-owned or privately owned building?**
Government owned

3. **How many floors does the building have? (include sublevels)**
5 floors only 3 with public access

4. **Type of facility construction (concrete, brick, steel-framed, glass siding, etc.)**

Marble

5. **Entrances**

a. **Total number of personnel entrances, including sublevels**

i. **Public: 5**

ii. **Private: 0**

b. **Total number of vehicle entrances either to the basement area or other access to the building, such as an enclosed loading dock:**

NONE

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

- 6. Exterior parking** (describe its use, e.g., judges, court employees, other government employees, general public, etc.)

Municipal public lot and on street

- 7. Interior Parking:** (describe its use, as in #6 above)

Judges and Court Commissioner

- 8. Total Number of Elevators**

- a. General public access: **2**
- b. Private access **0**
- c. Are private elevators controlled by electromechanical means? If so, explain.

N/A

- 9. Number of stairways that allow access to all floors: 4**

- a. Are the access points to stairs alarmed? YES NO
- b. Location of alarms: **NO**

- 10. Number of internal stairwell fire escapes?**
4

- 11. Type and number of external fire escapes?**
NO

LIMITED OFFICIAL USE

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COURT SECURITY OFFICER (CSO) or GUARD FORCE

1. Are uniformed security personnel provided to the facility?

YES NO

2. Is the Security force:

Sheriff's Department employed

3. Does the facility contain a manned security office or command post?

YES NO

a. If so, during what hours is it manned?

7:30 – 4:30

b. Does the building security office have security monitoring capabilities?

YES NO

c. Is there dual monitoring of alarms? If so, explain.

N/A

d. Are alarms monitored off-site? If yes, explain.

N/A

4. How many people are assigned to perform general building security functions?

1 – full time, 1- part time

5. What are their hours of duty?

a. Number of People **2**

b. Regular Hours of Duty **7:30 – 4:30**

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LIMITED OFFICIAL USE

6. Is the security force issued the following?

- X Firearms**
- X Night sticks or batons**
- X Handcuffs**
- X Mace or Capsicum (pepper) spray**
- X Two-way radios**

- a. Under what legal authority are weapons being carried by private security personnel?

Under the authority of the elected Sheriff

LIMITED OFFICIAL USE

BUILDING SECURITY SURVEY

1. Who is responsible for overall building security?

Sheriff's Department

2. Do uniform security personnel patrol the exterior of the building?

YES NO

3. Is the exterior perimeter electronically monitored by closed-circuit TV?

YES NO

a. If yes, who monitors it?

N/A

4. Are visitors and packages screened at all unsecured entrances?

YES NO

a. If yes, how are they screened (X-rays, metal detectors, visual inspection)?

N/A

b. Are employees screened? YES NO

5. Does the building have an alarm system for perimeter control of:

a. Doors? YES NO

i. Is the alarm system operational and utilized?

YES NO

ii. If yes, where is it monitored?

Dispatch

b. Windows? YES NO

i. Is the alarm system operational and utilized?

YES NO

ii. If yes, where is it monitored?

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

6. Describe areas which are vulnerable to intrusion or disruption that are not monitored (make attachments if necessary).

The Courthouse is open without screening

7. Does the facility have a self-protection plan, i.e.:

a. Fire evacuation? YES NO

b. Bomb threat evacuation and search plan? YES NO

c. Medical evacuation emergency plan? YES NO

8. What is the distribution for the self-protection plan?

Unknown

9. Does the building have a written hostage plan? YES NO

10. If yes, what agencies have access to the plan?

N/A

11. Comments or observations:

See recommendations at end of report

LIMITED OFFICIAL USE

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COURTROOM SECURITY SURVEY

Courtroom Number: 302 Floor: 3rd

1. Does the courtroom have the following security items?

- Ballistic-resistant materials (judge's bench)
- Duress alarm (judge's bench)
- Duress alarm (clerk's bench)
- Emergency lighting

a. Type of emergency lighting and number of units:
N/A

b. Are light switches located in a secure area not accessible to the general public?

YES NO

i. If no, are they key operated switches?

YES NO

2. Identify any security equipment missing or not operating properly.
Cameras

3. How many entrances and exits does the courtroom have? 4

a. How many are private entrances? 3

b. How many are public entrances? 1

c. Is there a private secure route from judicial chambers to the courtroom?

YES NO

d. Is the courtroom locked when not in use? YES NO

4. Are persons entering the courtroom area required to pass through a security screening system?

YES NO High Threat only and only a Magnetometer and hand wand

a. If yes, what is its location:

When done it is at the courtroom doors

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

5. Does the facility provide secure corridors for safe movement of prisoners or witnesses?

YES NO

6. What is the seating capacity of the spectator areas within the courtroom?
50-60

7. Does the courtroom have windows? YES NO

a. Are they on the ground floor? YES NO

b. Are they screened or barred? YES NO

c. Do they have bullet-resistant glazing? YES NO

8. Comments or observations:

See recommendations at end of report

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

COURTROOM SECURITY SURVEY

Courtroom Number: Branch 2

Floor: 3rd

1. Does the courtroom have the following security items?

- Ballistic-resistant materials (judge's bench)
- Duress alarm (judge's bench)
- Duress alarm (clerk's bench)
- Emergency lighting

a. Type of emergency lighting and number of units:

N/A

b. Are light switches located in a secure area not accessible to the general public?

YES NO

i. If no, are they key operated switches?

YES NO

2. Identify any security equipment missing or not operating properly.

Cameras

3. How many entrances and exits does the courtroom have? 4

a. How many are private entrances? 3

b. How many are public entrances? 1

c. Is there a private secure route from judicial chambers to the courtroom?

YES NO

d. Is the courtroom locked when not in use? YES NO

4. Are persons entering the courtroom area required to pass through a security screening system?

YES NO High Threat only with magnetometer and hand wand.

a. If yes, what is its location:

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

5. Does the facility provide secure corridors for safe movement of prisoners or witnesses?

YES X NO

6. What is the seating capacity of the spectator areas within the courtroom?
50-60

7. Does the courtroom have windows? X YES NO

a. Are they on the ground floor? YES X NO

b. Are they screened or barred? YES X NO

c. Do they have bullet-resistant glazing? YES X NO

8. Comments or observations:

See recommendations at end of report

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

COURTROOM SECURITY SURVEY

Courtroom Number: Court Commissioner Floor: 3rd

1. Does the courtroom have the following security items?

- Ballistic-resistant materials (judge's bench)
- Duress alarm (judge's bench)
- Duress alarm (clerk's bench)
- Emergency lighting

a. Type of emergency lighting and number of units:
N/A

b. Are light switches located in a secure area not accessible to the general public?

YES NO

i. If no, are they key operated switches?

YES NO

2. Identify any security equipment missing or not operating properly.
Cameras and secure light switches

3. How many entrances and exits does the courtroom have? 3

a. How many are private entrances? 2

b. How many are public entrances? 1

c. Is there a private secure route from judicial chambers to the courtroom?

YES NO

d. Is the courtroom locked when not in use? YES NO

4. Are persons entering the courtroom area required to pass through a security screening system?

YES NO High Threat only (magnetometer and hand wand)

a. If yes, what is its location:

Door to the courtroom

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

5. Does the facility provide secure corridors for safe movement of prisoners or witnesses?

YES X NO

6. What is the seating capacity of the spectator areas within the courtroom?
30-40

7. Does the courtroom have windows? X YES NO

a. Are they on the ground floor? YES X NO

b. Are they screened or barred? YES X NO

c. Do they have bullet-resistant glazing? YES X NO

8. Comments or observations:

See recommendations at end of report

LIMITED OFFICIAL USE

JUDICIAL CHAMBERS SECURITY SURVEY

Facility address: Douglas County Courthouse

Judge: Branch 1

1. Are the following items included in the judicial chambers' security system?

- Duress alarm (judge's desk)
- Duress alarm (secretary's and/or law clerk's desk)
- Entry-control system (CCTV, intercom, electric door strike) for main chambers entrance
- Emergency lighting

a. Who monitors the entry-control system?

Secretary

b. List any other judicial offices with duress alarms:

none

2. Identify any security system not operating properly:

none

3. List the number of entrances to the chambers area:

4

4. How many of these entrances are secured (locked) at all times?

3

5. Is the corridor leading to the chambers a controlled-access area?

YES NO

a. If yes, how is it controlled?

Secretary

6. Does the judge have a private elevator? YES NO

7. How is the elevator marked? Is it controlled by key or card? Explain.

8. Where does the judge park his or her vehicle?

Parking garage

9. Is the judge's parking in a secure area? YES NO

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

10. If yes, how is it secured (guard or electronic surveillance)?
Garage door

11. Is this area serviced by a private judge's elevator?

YES NO

12. Comments or observations:
See recommendations at end of report

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

JUDICIAL CHAMBERS SECURITY SURVEY

Facility address: Douglas County Courthouse

Judge: Branch 2

1. Are the following items included in the judicial chambers' security system?

- Duress alarm (judge's desk)
- Duress alarm (secretary's and/or law clerk's desk)
- Entry-control system (CCTV, intercom, electric door strike) for main chambers entrance
- Emergency lighting

a. Who monitors the entry-control system?
Secretary

b. List any other judicial offices with duress alarms:
none

2. Identify any security system not operating properly:

All work

3. List the number of entrances to the chambers area:

4

4. How many of these entrances are secured (locked) at all times?

3

5. Is the corridor leading to the chambers a controlled-access area?

YES NO

a. If yes, how is it controlled?

6. Does the judge have a private elevator? YES NO

7. How is the elevator marked? Is it controlled by key or card? Explain.
N/A

8. Where does the judge park his or her vehicle?
Parking garage

9. Is the judge's parking in a secure area? YES NO

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

**10. If yes, how is it secured (guard or electronic surveillance)?
garage door**

11. Is this area serviced by a private judge's elevator?

YES NO

12. Comments or observations:

See recommendations at end of report

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

JUDICIAL CHAMBERS SECURITY SURVEY

Facility address: Douglas County Courthouse

Judge: Court Commissioner

1. Are the following items included in the judicial chambers' security system?

- Duress alarm (judge's desk)
- Duress alarm (secretary's and/or law clerk's desk)
- Entry-control system (CCTV, intercom, electric door strike) for main chambers entrance
- Emergency lighting

a. Who monitors the entry-control system?

Secretary

b. List any other judicial offices with duress alarms:

none

2. Identify any security system not operating properly:

All are operational

3. List the number of entrances to the chambers area:

4

4. How many of these entrances are secured (locked) at all times?

3

5. Is the corridor leading to the chambers a controlled-access area?

YES NO

a. If yes, how is it controlled?

6. Does the judge have a private elevator? YES NO

7. How is the elevator marked? Is it controlled by key or card? Explain.

N/A

8. Where does the judge park his or her vehicle?

Parking garage

9. Is the judge's parking in a secure area? YES NO

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

10. If yes, how is it secured (guard or electronic surveillance)?
Garage door

11. Is this area serviced by a private judge's elevator?

YES NO

12. Comments or observations:

See recommendations at the end of the report

LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

CLERK OF COURT'S SECURITY SURVEY FORM

Room Number: 309 Floor: 3rd

1. Does the clerk have the following security items?

a. Duress alarms? YES NO

i. If yes, where are alarms located and where does the alarm sound?
Dispatch

b. Vault protection? YES NO

i. If yes, what type is it?

- Heat detector
- Vibration sensor
- Motion sensor
- Magnetic contact
- Other (describe): _____

1. Where does the alarm sound?
N/A

c. Shatter-resistant glass across public intake counter?

YES NO

2. List any other security equipment within the clerk of the court's offices:
none

3. Comments or observations:
See recommendations at the end of report

LIMITED OFFICIAL USE

DISTRICT ATTORNEY'S OFFICE

Room Number: 201 Floor: 2nd

1. Does the District Attorney's Office have a duress or intrusion alarm?

YES NO

a. Where is the alarm located?

Front counter

b. Where does the alarm sound?

Dispatch

2. List any other security systems within the District Attorney's Office:

none

3. Do visitors to this office pass through a security screening station?

YES NO

4. Is there shatter-resistant or bullet-resistant glass at the public intake?

YES NO

5. Comments or observations:

See recommendations at the end of report

LIMITED OFFICIAL USE

Recommendations

Exterior

1. **Install PTZ CCTV cameras to provide 360 degree coverage of the exterior of the courthouse.** This enables security to observe persons outside the courthouse and possible be able to observe suspicious behavior and intervene before something happens. The cameras would also allow the controller to review to recordings in the case of either suspicious packages or person were reported for possible identification.
2. **Ensure all landscaping is neatly trimmed.** This will allow for the observance in and around the bushes and shrubs for contraband or suspicious packages.
3. **Provide hourly patrols around the entire courthouse.** This provides a more visible security force and permits the person patrolling to observe the area around the courthouse for suspicious items and the possibility of observing suspicious persons and directing intervention prior to the person entering the courthouse.

Interior

1. **Secure all entrances but one for public use.** Restricting the entrances into the courthouse provide the controlled access into the courthouse for the public. This in itself provides security from suspicious persons wishing to enter the courthouse unobserved.
2. **Install a staffed screening area into the courthouse.** The screening station should be located at the one public entrance into the courthouse. It should have the following: x-ray machine, Magnetometer, and hand wand. It should also be equipped with a duress alarm in case of an emergency. The staffing should be a minimum of 2 armed security with preferred being 3. There were 2 areas that would be suitable for a screening station. First at the entrance from the main parking lot leading into the courthouse annex lobby or second at the entrance of the crosswalk coming from the annex into the courthouse.
3. **Install CCTV cameras to cover the screening station (front and back if installed) and cover all public halls within the courthouse.** This provides discreet observation of all public halls and lobby areas within the courthouse in an effort to prevent suspicious packages and items being placed inside the courthouse. It also allows for the observation of possible troubled persons inside the courthouse.

Courtrooms

1. **Install CCTV cameras inside the Courtrooms.** Cameras inside the courtrooms provide the benefit of having security personnel outside the courtroom being able to observe possible security risk inside the courtroom. This holds true whether there is a security person in the court or not. The observer can then direct security person to the courtroom prior to matters getting out of control. The cameras also provide the eyes inside the courtroom for direction of security persons responding to an emergency situation. These cameras do not record sound.

Clerk of Courts

1. **Install additional CCTV cameras in the clerk's office.** Install at least one more camera in the clerk's office focused on the visitor's area. This provides a deterrence for possible problems and also if there is a problem it allows security persons to see what the problem is before entering into the situation.

County Treasurer and Register of Deeds

1. **Install one or two more duress alarms in both of these offices.** The added alarms will permit someone not dealing directly with a problem to call for assistance without putting them in the middle of the situation.

General Security

1. **Test all duress alarms on a monthly basis.** This should ensure that if they are needed that they will work.
2. **Establish an Occupant Emergency Plan (OEP).** The OEP should contain procedures for that least the following emergency situations:
 - A. **Fire Evacuation Plan**
 - B. **Bomb Threat Plan**
 - C. **Medical Evacuation Plan**
 - D. **Hostage Plan**
 - E. **Code Adam (Missing Child)**
 - F. **Natural Disaster (Sever Storm/ Tornado)**
 - G. **Chemical/ Biological Threat**
 - H. **Active Shooter**

LIMITED OFFICIAL USE

All of these plans should be written and published to employees only. With the exception of Missing Child, there are really only two responses. First, evacuate and second, shelter in place. Any protectee should be evacuated to a secure area away from the rest of the employees and they should be escorted by security personnel.

Conclusion

With the every growing threat to the security of this county and the judicial process, these measures are recommended for not only the safety of the judge's but everyone in the courthouse including all employees, visitors, and offenders. The courthouse is a public building but it is also one of the primary symbols of government in the state and in this country therefore courthouses are a primary target for those wishing to make a statement against the government. These recommendations will act as a deterrent against threats from these individuals or groups and make the courthouse a more secure building for all. These measures do not eliminate the threat but they make it harder for someone to present a threat and not be identified, apprehended and prosecuted.

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