

Courtroom Security and Facilities Meeting Minutes

December 9, 2025

1. Call to Order

The meeting was called to order on December 9, 2025 at 9:33 a.m.

2. Roll Call

Martin DeVries, Steven Seim, Dale Schmidt, Eric Krueger, Jayme Klockow, Randy VandeZande, Kelly Enright, Terra Mattheis, Jennifer Smith, John Nehls, Cassel Villarreal, Mike Neimon, Jake Van Kerkvoorde, Gary Spielman

3. Approval of Minutes

Motion by Jayme Klockow, Second by Steve Seim to approve the minutes from September 5, 2025 meeting as presented. No objections - Motion carried.

4. Security Gate requests

John Nehls has received requests to leave gate open at beginning and end of shifts. Discussion, Sheriff is opposed. Gate will not remain open.

5. Review and clarify role of this committee

Discussion. Supreme Court Rule 68 governs the Committee. Judge DeVries encourages committee to review the rule.

6. Review Subcommittees and structure

Sheriff heard, believes the committee can do the work of the subcommittees, negating need for additional meetings. Discussion regarding each subcommittee. Motion to disband the Equipment and Capital Improvement committee by Dale Schmidt, second by Randy VandeZande. No objections, motion carried. Policies and Procedure subcommittee discussion, agreement that procedures need to be reviewed periodically to ensure they remain current. Motion to disband Policies and Procedures Subcommittee by Dale Schmidt, second by Jayme Klockow. Motion carries, no objections. Training Subcommittee will remain as is.

7. Review of master plan and relation to court security

Master plan is not complete, has not been presented to County Board. John Nehls will advise when this should be put back on the agenda.

8. Discussion on security enhancements to Courthouse

Nothing to discuss, this will coincide with master plan.

9. Training Committee Report

Jen Smith reports. Training dates will be January 13 and January 27, 2026. Meeting of the training committee scheduled for today to finalize training material. .

10. Review Incident Reports

None.

11. Calendar and any updates

- a. Next committee meeting date is February 6, 2025 at 9:30 a.m.
- b. Annual Employee Training – January 13, 2026 and January 27, 2026
- c. Security Conference – March 24-26, 2026

12. Future agenda items

- Discussion regarding committee support for additional court security personnel

13. Next meeting date and time

The next meeting of the Courtroom Security and Facilities Meeting will take place on February 6, 2025 at 9:30 am at the Dodge County Justice Facility, 3rd floor District Attorney Conference Room, 210 W. Center St. Juneau, Wisconsin.

10. Meeting Adjourned at 10:01 a.m.

Motion to adjourn by Jayme Klockow, Second by Dale Schmidt. Motion carried – no dissents.

Hon. Martin DeVries

Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.