



# Office of Homeland Security

Telephone (307) 777-Home (4663) Fax (307) 635-6017 5500 Bishop Boulevard, Cheyenne, Wyoming 82002

September 1, 2016

To:

Governor Matthew Mead

Chief Justice E. James Burke

Joint Judiciary Interim Committee Members Joint Appropriations Interim Committee Members

SUBJECT:

Annual Report from the Court Security Commission as required by

Wyoming Court Security Act, W.S. 5-11-101 et seq.

On behalf of the Court Security Commission, I respectfully present to you the 2016 Annual Report. This past year, the Commission has continued to fulfill its statutory endeavor to protect life, property and the judicial process in the Wyoming court system.

With the funding support of the Wyoming Legislature, the Court Security Commission has been able to watch over court security improvements in several of the county courthouses. Included in the report are letters from judges across the state, detailing the improvements accomplished over the past year, with more yet to come; key cards, secure quick access doors, remote panic alarms, additional cameras, and x-ray equipment are just a sample of the security items implemented throughout the state. In Sweetwater County, a groundbreaking ceremony for a 20 million dollar justice center was held on May 4, 2016.

In addition to the physical improvements in courthouses, in coordination with the Wyoming Office of Homeland Security, the Commission focused its efforts on increased awareness and training surrounding radiological materials. The Preventative Radiological Nuclear Detection (PRND) program was introduced this past year to the Commission and court personnel. The PRND program is aimed at preventing the use of radiological and nuclear material before it can be used for destructive means. The program is being developed to systematically support and advance local, regional, state and national homeland security strategies to protect citizens from unauthorized use of radiological and nuclear materials. The Commission plans to dedicate additional resources to educate and train judges and court personnel about the PRND program and workplace violence.

The Court Security Commission continues to strive to fulfill its commitment of working to improve court security statewide for the benefit of our public officials and the citizens who utilize the courthouses across the state. With this in mind, the Wyoming Supreme Court applied for and received a \$50,000 grant from the State Justice Institute to accomplish additional court security assessments in Carbon County, Converse County, Hot Springs County, Lincoln County, Sheridan County, Washakie County, and Uinta County.

Sincerely,

Guy Cameron, Director

Wyoming Office of Homeland Security

Enclosures

cc: Wyoming Court Security Commission

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# **Wyoming Court Security Commission**

Authority W.S. 5-11-101 Number of Board Members: 10 Board Term Length: 3 Years

#### OFFICE OF HOMELAND SECURITY

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#### JUSTICE OF THE WYOMING SUPREME COURT

Justice William U. Hill Wyoming Supreme Court 2301 Capitol Avenue Cheyenne, WY 82002 Phone: 307-777-7571

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#### **DISTRICT COURT JUDGE**

Judge Marvin L. Tyler District Judge, Ninth Judicial Dist. P.O. Box 681

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#### CIRCUIT COURT JUDGE

Judge Wesley A. Roberts Circuit Judge, Ninth Judicial Dist. Fremont County Riverton Justice Center 1160 Major Avenue, Suite 100

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#### **COUNTY SHERIFF**

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#### LEGISLATOR, HOUSE OF REPRESENTATIVES

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#### LEGISLATOR, SENATOR

Senator Leland Christensen Wyoming Senate 220 W. Alta Road Alta, WY 83414

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#### **COUNTY ATTORNEY**

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# **Wyoming Court Security Commission**

Authority W.S. 5-11-101 Number of Board Members: 10 Board Term Length: 3 Years

#### **COUNTY COMMISSIONER**

Commissioner Mike Colling Converse County Commissioners 107 North 5<sup>th</sup> Street, Suite 114 Douglas, WY 82633

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#### WYOMING POST COMMISSION

Vacant at time of Report

#### Ex-Officio Commission Members

#### LILY SHARPE

Wyoming State Court Administrator Wyoming Supreme Court 2301 Capitol Avenue Cheyenne, WY 82002

Phone: 307-777-7678

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#### JOE HARTIGAN

Court Security Officer Wyoming Supreme Court 2301 Capitol Avenue Cheyenne, WY 82002

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# Myoming Supreme Court

2301 Capitol Avenue Cheyenne, Wyoming 82002



TO: Senator Tony Ross, Chairman

Representative Steve Harshman, Chairman Members of the Joint Appropriations Committee

Senator Leland Christensen, Chairman Representative Dave Miller, Chairman

Members of the Joint Judiciary Interim Committee

From: Lily Sharpe, State Court Administrator

Re: Report on Court Security Funds

**Date:** August 1, 2016

In 2014, the Legislature appropriated \$6,000,000 to be used by the State Loan and Investment Board to issue grants to Fremont and Sweetwater County for court security improvements. The Board approved a grant for \$2,565,515 for Fremont County on June 5, 2014. On June 19, 2015 Fremont County dedicated the new Riverton Justice Center. On April 9, 2015, the State Loan and Investment Board approved a grant for \$3,434,485 to build a new justice center in Sweetwater County. The estimated total cost of the project is \$20,500,000.

During the 2015 General Session, the Wyoming Legislature appropriated \$1,083,422.00 for the State Loan and Investment Board to authorize grants to eight additional counties. The authorized counties and funding were:

County	Appropriated	County Match	
Platte	\$84,429.00	\$9,381.00	
Goshen	\$84,686.00	\$9,409.00	
Niobrara	\$73,778.00	\$8,197.00	
Albany	\$95,355.00	\$10,500.00	
Big Horn	\$371,790.00	\$41,310.00	
Crook	\$82,778.00	\$9,197.00	
Park	\$82,760.00	\$82,760.00	
Weston	\$207,846.00	\$23,094.00	

As of July 31, 2016, the State Loan and Investment Board has awarded the grant amounts set out in the chart below. With respect to grants that have been awarded, any remaining balance is available until the project is complete. With respect to funds that have not been awarded, the funding is available until June 30, 2018, at which time remaining balances will revert to the state general fund.

Entity		SLIB Approved CHS Grant Amount		As of 7/31/16 Expenditures		Remaining Grant Balanc	
Fremont County	\$	2,565,515.00		2,379,531.16	\$	185,983.8	
Sweetwater County	\$	3,434,485.00		,408,866.53	1000	,025,618.4	
Goshen County		84,686.00		33,897.42		50,788.5	
Albany County	\$	95,355.00		15,332.24	\$	80,022.7	
Crook County	\$ \$ \$ \$	82,778.00	\$			6,496.7	
Niobrara County	\$	34,381.00			\$	-	
Platte County	\$	62,149.00	\$	47,215.90	\$	14,933.1	
2 M. 50/250/2000 C 7 - 2-97 3 M V 7 - 7 €	\$	6,359,349.00	\$3	,995,505.52	\$ 2	,363,843.4	
Park County Big Horn County	\$	371,790.00					
Park County	\$	82,760.00					
HEC. #20.000 NO. 000 A 750 A 7	\$	662,396.00					
Counties who have not applied for full funding as of 6/30/2016	Fun	ding Available					
	4	39,397.00					
	5						
Niobrara County Platte County	\$	22,280.00					
Niobrara County	\$						

# THE STATE OF WYOMING SECOND JUDICIAL DISTRICT

JEFFREY A. DONNELL DISTRICT JUDGE

KENNA K. JACKSON COURT REPORTER

TORI R.A. KRICKEN STAFF ATTORNEY



ALBANY COUNTY COURTHOUSE 525 GRAND AVENUE, RM. 303 P.O. BOX 1106 LARAMIE, WYOMING 82073-1106 (307) 745-3337

August 11, 2016

Ms. Ronda K. Munger Deputy State Court Administrator Wyoming Supreme Court 2301 Capitol Ave., Rm. 220 Cheyenne, WY 82002

Re: SLIB Funding for Court Security

Dear Ronda:

Per your request of August 10, 2016, this is to advise how the above funds have been used in Albany County this year. First, the Sheriff's Office purchased an x-ray machine, much like that used at airports, to screen persons entering the district courtroom. Also, though not paid for with SLIB funds, the Sheriff's Office has greatly increased the presence of its personnel during court proceedings. Finally, a locker system was purchased in order to provide a place for persons entering the courtroom to put their personal items such as cell phones and knives. Approximately \$15,000 has been spent for these purchases.

The balance of the funds will be used to construct improvements to control access to the court's chambers area and to provide security in the office of the clerk of the district court. All of these areas are currently uncontrolled and easily accessible by the public. Designs for this work are complete and the county has solicited Requests for Proposals (RFP's) for the work. We expect to begin construction in October and to complete the work by the end of the year. I can tell you that, but for this funding, none of these things would have happened or would be happening now.

I hope this will provide the information you need but, as always, feel free to contact me at any time if you have any questions.

Sincerely,

Jeffrey A. Donnell

District Judge

JAD

# CLERK OF THE DISTRICT COURT

PLATTE COUNTY WYOMING P.O. Box 158 Wheatland, Wyoming 82201

Mona McAuley, Platte County Clerk of Court Joanna Wilcox, Deputy Kelly Kenison, Deputy Ph. 307-322-3857 Fax 307-322-5402

August 18, 2016

Honorable E. James Burke Chief Supreme Court Justice 2301 Capitol Avenue Cheyenne, WY 82002

Honorable Chief Justice Burke:

Platte County was awarded \$84,429.00, for court security improvements with matching funds provided by the County of \$9,381.00. To date, Platte County has submitted two grant applications. Application #1, was submitted for a total of \$54,552.00, which included installation of the key card access and key pads locks for all the doors on the top floor of the courthouse, cameras in the courtroom and hallway, three monitors (one for each court office and dispatch), and emergency release doors for the public entrances into the Circuit Court and District Court office. The Judges have remote access between the courtroom and judge's chambers. Access to the judge's chambers will be locked and secure at all other times. This has all been installed and implemented by Thad Hoff of Wyoming Safe & Lock Company.

Application #2 was submitted for a total of \$7,597.26, which will include duress alarms in the jury room and judge's chambers, bullet-resistance panels on the Judge's bench and witness stand. Bullet and impact-resistance glass will be put in the doors located on the top floor of the courthouse. Platte County is also in the process of acquiring a metal detector to screen entry into the courtroom. We hope to have this all completed within the next six months. The appropriation of funds has allowed Platte County to make much needed additions for courtroom security.

Sincerely,

Mona McAuley

Platte County Clerk of District Court

Mona Mcauley

# Circuit Court of the Sixth Judicial District Crook County, State of Wyoming

Matthew F. G. Castano Circuit Court Judge

> Arna Montgomery Clerk of Court



P.O. Box 650 309 Cleveland Sundance, WY 82729

(307) 283-2929 (307) 283-2931 fax

August 10, 2016

Director Bridget Hill Office of State Lands and Investments 122 West 25<sup>th</sup> Street Chevenne WY 82002

Re: Use of SLIB funds in Crook County Courthouse

Dear Director Hill;

This letter is to provide the Office of State Lands and Investments some information about how funds have been applied to provide security upgrades to the Crook County Courthouse. While it is by no means an exhaustive or detailed description of everything that has been accomplished, I do intend that it fairly represents what we have done.

Throughout the courthouse each office is now secured with a very substantial locking solid core door. Each of these doors is also fitted with a self closing mechanism. The addition of the self closing mechanisms to these doors accomplished an important and maybe unanticipated effect. Prior to the installation of the self closing mechanisms many county officials resisted closing their doors. No one wanted to be seen as closing out the public or hindering others in the courthouse from easily dropping in. Since the doors now close automatically and it takes some substantial effort to block them open, offices now allow the doors to close and the social stigma of closing them seems to have been overcome. Throughout the courthouse doors have been fitted with key card locks. The key cards allow quick access in an emergency situation to the secured space behind the door. Each public service window in the courthouse has been fitted with an electronically operated security door. These roll down doors can be remotely triggered to drop down and secure the office space from an outside threat. Additionally, remote panic alarms have been installed to allow courthouse staff to alert law enforcement in the event of an emergency.

Within the Circuit Court offices and chambers, doors have been replaced and locks affixed to allow us a safe room in the event of emergency. Much of the video surveillance equipment has been upgraded throughout the building and in the courtroom itself to assure that there are no blind spots. Software was obtained to allow

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more Circuit Court staff to view the camera feeds although the final set up is yet to be accomplished. In the courtroom itself a ballistic shield has been installed on the bench, clerk's station and witness stand affording a safe space for not only the judge but also court staff and witnesses.

Beyond the hardware and software updates, the process of reviewing courthouse security has also sparked more attention and discussion among all of us in the courthouse about how we can assure that we provide service to the public and are still prepared in the event of an emergency. Previously it was easy for many to dismiss that anything of that nature could happen in quiet Sundance. Following this review and the renovations, we all recognize that security threats can and do happen and we need to plan ahead so a threat does not turn into a tragedy.

With sincere gratitude,

Matthew F.G. Castano Circuit Court Judge

## Circuit Court of the Highth Judicial District Boshen County, State of Myoming

Randal R. Arp Circuit Court Judge

> Sonia Loya Chief Clerk



Goshen County Courthouse 2125 East A Street, Floor 3R P.O. Box 980 Torrington, WY 82240 (307) 532-2938 (307) 532-5101 Fax

August 12, 2016

Wyoming Court Security Commission c/o Ronda K. Munger, MPA Deputy State Court Administrator Wyoming Supreme Court 2301 Capitol Ave., Rm. 220 Cheyenne, WY 82002

Re: Use of S.L.I.B. funding in Goshen County

Dear Ms. Munger:

I write this letter for inclusion in the Wyoming Court Security Commission's annual report to Governor Matt Mead and the members of our Wyoming Legislature. Please feel free to also provide it to our state elected officials comprising the State Loan and Investment Board (S.L.I.B). This letter is provided as an update on court improvements accomplished and planned with the S.L.I.B. funding provided to us in Goshen County.

Our Goshen County courthouse is comprised of the original structure dedicated in 1913 to which is joined the new portion dedicated in 1984. Our security enhancements cover both portions.

First and foremost we have re-keyed and secured the building. This began with an inventory of large number of ingress and egress doors for the structure, rooms and offices. There was simply no way to account for the locksets, keys and duplicate keys over the years and across all of the areas. This has essentially been completed with but a very small number of locks and locksets now being finished. The project included adding lockable "breaker" bars to the original seven foot/five panel wooden doors to the circuit courtroom. We were finally able to discontinue use of the skeleton key locksets as the primary means of security in part of the circuit court facilities.

We were also able to reconfigure and replace a large unusual-dimension access double door on the lower level of the old courthouse which provides both ingress and egress and freight access. What was formerly a very unsecure "Achilles heel" has been replaced with a secure steel lockable door.

Wyoming Court Security Commission
Use of S.L.I.B. Funding in Goshen County
August 12, 2016
Page Two

In addition, we added ballistic cloth to the circuit court judge's bench to reinforce its paneling and plywood construction.

We are in the advanced stages of updating the courthouse security with cameras and video recording and wiring for the system. At this point are awaiting some external approval for camera placement in our structure. This should proceed rather quickly to completion if and when we receive that approval.

Finally, our local committee has devoted significant time to planning enhanced and secure access points where documents and payments are transacted in the county and prosecuting attorney's offices, the circuit court facilities, the district court and the district court clerk's office. Part of this is a work in progress because of the age, condition and design of the old courthouse. We are attempting to be careful in how we will address things like security glass and entry space versus working areas, records and payment areas.

Our committee (comprised of our district court and circuit court judges, a county commissioner, our county clerk, our sheriff and his lieutenant, the county emergency manager, the facility manager and our county attorney) meets regularly. We have been pro-active about security training, identifying "safe" rooms, crisis plans, updating and adding panic buttons to reach law enforcement and implementing low-cost and no-cost ways to supplement our security. From the circuit court's perspective, we have identified a "safe" room, attended a televideo crisis response program, established a protocol for locking certain doors during different parts of the day, moved some seating to provide better security during court proceedings, and coordinated with the our Goshen County Sheriff for random periodic security sweeps in the courtroom and court facilities. These no-cost activities were spurred by, and accompanied, the funded improvements noted above.

From my position, I am grateful that our legislators and elected officials entrusted us with funds for our visible and invisible security improvements. It has enhanced security not only for our local court personnel but also our other courthouse employees and all of our Wyoming citizens and visitors who use our courts and participate in court proceedings daily.

Sincerely

Circuit Court Judge

## STATE OF WYOMING

EIGHTH JUDICIAL DISTRICT

JOHN C. BROOKS

DISTRICT COURT JUDGE POST OFFICE BOX 189 DOUGLAS, WYOMING 82633-0189 AUGUST 22, 2016



TRICIA MUTCHLER

OFFICIAL COURT REPORTER 307-358-2558

BRENDA K. RAMSEIER

JUDICIAL ASSISTANT 307-358-5693 TELEFAX 307-358-6343

Ronda Munger
Deputy State Court Administrator
Wyoming Supreme Court
2301 Capitol Avenue
Cheyenne, WY 82002

Re: Niobrara County Courthouse Improvements

Dear Ronda,

In the last year, with the support and cooperation of the Niobrara County Commissioners, the courthouse in Lusk greatly improved its security. Those improvements were done in conjunction with the courthouse security assessment done by the National Center of State Courts. The improvement are as follows:

- 1) Panic buttons are now placed in all offices in the courthouse, including the offices of the other elected officials:
- The door and area beneath the window into the clerk's office was bullet proofed;
- New tv monitors for the court and courthouse floor were placed in the clerk's office and the judge's chambers, which feed into monitors in the Sheriff's Office;
  - 4) The bench in the courtroom was bullet proofed;
- The bench was extended to prohibit easy access from the courtroom into the judge's chambers;
  - 6) The door into the judge's chambers was bullet proofed;
- 7) The door into the judge's chambers was fitted with a key pad so it could be locked; and
  - 8) The door into the conference room/law library was bullet proofed.

The Commissioners, the Sheriff and the Circuit Court Magistrate are looking at ways to further improve courthouse security and utilize the remaining funds available o the court

I hope this is the information you need. Please call if you have further questions.

Very truly,

John C. Brooks District Court Judge

## Circuit Court of the Third Judicial District Sweetwater County, State of Wyoming

John R. Prokos Circuit Court Judge

Amanda Chetterbock Clerk of Court



P.O. Drawer 1720 Green River, WY 82935

(307) 872-3800 (307) 872-3973 fax

80 W. Flaming Gorge, Suite 206

August 11, 2016

E. James Burke Chief Justice, Wyoming Supreme Court Supreme Court Building 2301 Capitol Avenue Cheyenne, Wyoming 82001-3644

Re: Progress on court facilities project in Sweetwater County.

Justice Burke:

May 4, 2016, witnessed ground breaking festivities for the new combined circuit court, county attorney, public defender, sheriff and treatment court facilities co-located on Highway 191 South adjacent to the Sweetwater County Detention Center. Planning for the project was a three year endeavor and involved key stake holders giving input on function and design.

During the ground breaking ceremony Sweetwater County Commissioner Chairman Wally Johnson referenced conversations the board of county commissioners had with Chief Justice Marilyn Kite wherein Justice Kite emphasized the need for better court facilities in Sweetwater County. The 20 million dollar facility is funded partially by a 3.5 million dollar for dollar grant from the state. Sweetwater County was able to provide the remainder of the funding as a result of sound fiscal management.

Groathouse Construction is the general contractor on the project having been awarded the bid in March of 2016. Groathouse is a Wyoming business. Approximately 78% of the subcontractors on the job are Wyoming companies.

The three buildings being erected will compromise almost 50,000 square feet. Early work involved extensive excavation and backfilling with aggregate (gravel) and drilling of holes for geo-piers. Geo-piers are pillars of compacted aggregate that sit atop bed rock to support the foundation of each structure. Geo-piers were a necessary addition to the project to avoid future shifting of the foundations. Extensive hydrological analysis during the planning phase revealed the need for the geo-piers.

After approximately two months of work excavating for foundations; concrete

was initially poured for the court building footings along the underground prisoner walkway and in the elevator shaft below the holding cells. As county facilities manager Chuck Radosevich said, "Now it is really starting." After an additional three weeks of installing more rebar, inspections and assembling wall forms an additional 200 yards of concrete will be poured into the walls below the circuit court building the week of August 15, 2016.

The goal is to erect the steel framework on each foundation before winter weather hits which will give crews the ability to move forward on interior framing and mechanical installation. Early indications are that the facilities will be operational by Spring/Summer of 2018 with the potential of earlier completion by the end of 2017.

The new facility will enhance judicial efficiencies in Sweetwater County. Prosecutors and public defenders will be co-located for the first time in Sweetwater County. A plethora of hours will be eliminated each day driving between multiple locations. By moving one circuit court out of the courthouse in Green River one of the county's two district judges will take over the Green River circuit courtroom giving the district courts (which currently share one courtroom) much needed space.

Judge, Circuit Court Third Judicial District

# Circuit Court of the Sixth Judicial District Crook County, State of Wyoming

Matthew F. G. Castano Circuit Court Judge

> Arna Montgomery Clerk of Court



P.O. Box 650 309 Cleveland Sundance, WY 82729

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August 10, 2016

Director Bridget Hill Office of State Lands and Investments 122 West 25<sup>th</sup> Street Cheyenne WY 82002

Re: Anticipated use of SLIB funds in Weston County Courthouse

Dear Director Hill;

This letter is to provide the Office of State Lands and Investments some information about the anticipated use of funds to provide security upgrades to the Weston County Courthouse. I have based this letter on the most recent discussions of the Weston County Court Security Committee but I cannot speak for that committee as a whole or for the eventual decisions of the Weston County Commissioners.

Weston County is contemplating a comprehensive approach to use of the available court security funds. Currently the District Court and Clerk of District Court are housed in the historic 1908 courthouse and the Circuit Court is located in a space leased from the City of Newcastle. The Weston County Court Security Committee in conjunction with the Weston County Commissioners is designing a reconfiguration of the space within the courthouse to allow the District Court and Circuit Court to share the use of what is now an outdated courtroom on the third floor of the courthouse. The offices and chambers of the Circuit Court would be relocated to the basement of the courthouse. These changes require several interrelated issues to be addressed. Weston County purchased a former bank building into which it intends to relocate some county offices which will make available space in the basement of the current courthouse for the use of the Circuit Court. Additionally, current issues with the roof and heating and cooling systems of the courthouse are being addressed prior to any further work being done.

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Relocating the Circuit Court to the existing courthouse and sharing the use of the courtroom with the District Court will create numerous security enhancements for both courts. The current Circuit Court facility is essentially un-securable due to is inherent configuration. A reconfigured courtroom in the existing courthouse contemplates relocating a shared space for judge's chambers placed immediately behind the existing bench in what is now a law library space. This change will enable the judge to enter and exit from the courtroom without going through what is now a very lightly secured hallway. As part of the project it is also expected that the current bench and its surrounding area can be adjusted to better protect court staff and witnesses.

It is also anticipated that in renovating the existing District Court space in the courthouse provisions can be made for a security screening station immediately outside the courtroom. Collocating courtroom space will also afford detention staff one procedure for transportation of those in custody and eliminate any possibility of security staff having to secure two locations at the same time.

Weston County continues to move forward on this ambitious project. An initial drawing of the revised courtroom space has been provided to the committee and commissioners for further discussion. Work is proceeding on the roof and heating and cooling systems in the existing courthouse. Planning is ongoing for relocation of county offices to the newly acquired former bank building. Once these predicate steps have been completed, the Weston County Security Committee expects to be ready to present a final plan to the Weston County Commissioners with a realistic budget for that plan for their consideration.

With sincere gratitude,

Matthew F.G. Castano Circuit Court Judge

Michael N. Deegan District Court Judge

Markel n. S.

TO: JOINT JUDICIARY COMMITTEE

JOINT APPROPRIATIONS COMMITTEE

FROM: JOE HARTIGAN, COURT SECURITY OFFICER, WY SUPREME COURT

RE: COURT SECURITY INCIDENT REPORTING

DATE: SEPTEMBER 1,2016

The Wyoming Court Security Commission (Commission) continues to make progress in fulfilling its goal of enhancing court security in Wyoming by partnering with the Court Security Management Committees (local committees), established by Wyoming Court Security Standard 2009-1.

As one of its main objectives, the Commission continues to focus its efforts on increasing awareness of potential court security situations and risks associated with courthouses across the state. As of August, 2015, when the Commission drafted its annual report to the Joint Judiciary Committee and the Joint Appropriations Committee, 41 Security Incident Reports had been submitted to the Commission. The submission of reports has remained consistent over the past year with 41 additional Security Incident Reports being submitted as of August 2016. The incidents reported in 2016 include the following types of security events:

- 14 Disorderly conduct reports
- 11 Verbal threats reports
- 4 Medical emergency reports
- 2 Drugs/contraband reports
- 2 Attempt to bring in knife reports
- 2 Physical assault reports
- 1 Attempt to bring in firearm report
- 1 Harassment report
- 1 Property damage report
- 1 Written threat report
- 1 Mentally ill/ paranoid person report
- 1 Suspicious circumstance report

The standardized Annual Report Form and the Security Incident Report Form have enhanced the court security information gathering process in courthouses across the state and further improve the Commission's ability to do its very important work.

## Wyoming Court Security Commission Minutes July 15, 2015

The Wyoming Court Security Commission met on July 15, 2015. In attendance were Director Guy Cameron, Chair, Justice William U. Hill, Judge Wes Roberts, Judge Marv Tyler, Representative Mark Baker, Senator Leland Christensen, Jack "Skip" Hornecker, Mike Colling, and Mike Thompson. Lily Sharpe, Joe Hartigan, Becky Craig, Doug Gumm and Ronda Munger also attended.

#### Call the Meeting to Order

Director Guy Cameron welcomed everyone and called the meeting to order. Director Cameron called for a motion to approve the minutes of the Commission's meeting on April 17, 2015. There were a few technical changes suggested to the minutes. Justice Hill moved approval of the minutes as amended. Senator Christensen seconded the motion, and the Commission approved the April 17, 2015 minutes unanimously.

#### Letters to the Counties

During the 2014 legislative session, a little over one million dollars were appropriated to eight counties for court security improvements. The appropriated monies were based on court security assessments conducted by the National Center for State Courts and paid for through a grant provided by the State Justice Institute. The counties that received monies were Platte, Goshen, Niobrara, Albany, Big Horn, Crook, Park and Weston counties. The counties are required to provide matching funds; seven of the eight counties were given a cost share of 90/10, and Park County was given a cost share of 50/50. The unused portion of the security funds will revert back to the state in 2018. Director Cameron felt it was necessary to follow up with the counties to explain the application process and offer the Commission's assistance in applying for the grants. Letters were sent to the County Commissioners, the County Legislators, all Judges and the Local Court Security Chairs in each of the eight counties.

#### Informational Sheet for Incident Report

The Commission adopted Standard 2014-1, Incident Reporting, in an effort to better capture the security incidents in the courts. All of the reports are being input into a database so that the Commission can compile statistics and information about the types of incidents and the frequency from year to year. Joe Hartigan provided the latest data regarding the incident reports. The number of reports that are being filed has increased, not because of an increase in incidents, but as a result of better reporting to the Supreme Court. Joe gave presentations to the circuit court clerks and the circuit court judges at their respective conferences. During the April meeting there was a discussion regarding an informational sheet for incident reports, however, it was decided that an informational sheet for incident reports is not necessary at this time.

#### Grant Submission to the State Justice Institute

Director Cameron attributes the Commission's recent success in getting state funding for court security improvements to the National Center for State Courts and the court security assessments. So far, ten courts have received state funds to improve court security. Since there are additional counties that require improvements, the Commission is requesting the Supreme Court apply for another grant to fund additional assessments in the other counties. Ronda Munger provided background information on the last grant, which was for \$50,000. After completing the initial steps required for the grant application, the National Center for State Courts requested the Wyoming Supreme Court delay an additional request for funds until February of 2016. The National Center informed the Court that grant requests seeking funding for the same or a similar project in back-to-back grant cycles was not likely to be approved. Ronda reported that the Supreme Court will submit a grant request in February of 2016, seeking funding for additional court security assessments.

#### **Annual Reports**

Court Security Standard 2009-1 provides for local court security committees in all counties and requests an annual report be filed by each of the local committees in July of every year. The report includes information on the security equipment in the county, incident reports throughout the year, and other information that may be pertinent with regard to court security at the local level. Director Cameron reported that 23 of the 24 local court security committees have reported. Ronda Munger will follow-up with the last county, so that when the Commission files its report on September 1<sup>st</sup> with the Chief Justice, the Governor, the Joint Judiciary and the Joint Appropriations, all of the counties will have reported.

#### **PRND Program**

Director Cameron introduced a new initiative to the Commission called the Preventative Radiological Nuclear Detection program (PRND Program). The PRND Program originates in the Office of Homeland Security and involves level four threats. It includes monitoring of radioactivity in the community. Wyoming Homeland Security will be actively monitoring the radioactivity during Cheyenne Frontier Days. The Commission is interested in learning more about this program, so Director Cameron will be providing a training session on the PRND Program at the Commission's next meeting. The use of this program in the courthouses across the state would require some additional training for law enforcement officers who routinely work in the courthouses.

#### **Next Meeting**

Ronda will be sending out an email requesting possible dates for the next meeting of the Commission. The Commission will tentatively look at October 14<sup>th</sup>, November 18<sup>th</sup>, or December 15<sup>th</sup>.

#### For the Good of the Order

Director Cameron thanked Judge Roberts for his commitment to the court security improvements in Fremont County. The dedication of the new building took place on June 19<sup>th</sup> and was a great event. Judge Roberts described the project as a tremendous accomplishment and good stewardship by all three branches of government.

Commission Adjourned

## Wyoming Court Security Commission Minutes April 13, 2016

The Wyoming Court Security Commission met on April 13, 2016. In attendance were Director Guy Cameron, Chair, Justice William U. Hill, Judge Wes Roberts, Judge Marv Tyler, Representative Mark Baker, and Mike Colling. Joe Hartigan, Scott Ramsey, Noel Mueller and Ronda Munger also attended.

#### Call the Meeting to Order

Director Guy Cameron welcomed everyone and began the meeting by a review of the July 15, 2015 minutes. Corrections were discussed to the minutes. Justice Hill moved and Commissioner Colling seconded a motion to adopt the minutes as amended. The Commission approved the July 15, 2016 minutes as amended on a unanimous vote.

#### CCJ/COSCA and the WGA

Ronda Munger informed the Commission that there has been a request made by the Wyoming Supreme Court and Governor Matt Mead for Wyoming Office of Homeland Security to provide additional security service for two conferences in July of 2016 in Jackson, Wyoming. The first conference will be the Western Governor's Conference, which will be held in mid-June at the Snow King Resort. The second conference will be the Conference of Chief Justices and the Conference of State Court Administrators, which will be held in mid-July at the Snow King Resort. Wyoming Office of Homeland Security will provide security services, including Preventative Radiological & Nuclear Detection (PRMD) support. There is an initial meeting in Jackson the last week in April to discuss all of the particulars.

#### **Incident Report**

In 2014, the Commission adopted Court Security Standard 2014-1, which addresses incident reporting. The goal of this standard was to collect valuable data on security issues in the local courthouses. The Commission's plan for the data was to strengthen communication of court security issues around the state. Incident reporting allows for recognition and identification of deficiencies in court security as a result of the reporting. Joe Hartigan provided the Commission with a general overview of the incidents that were reported over the past year. To date, there have been 61 incident reports. Those reports come from 13 different counties. Joe will work on communicating with the 10 counties that did not report any incidents to make sure that they are not underreporting. Joe has communicated will be sending out emails to all local committees to remind them of the annual report which is due July 1st. Director Cameron complimented Joe for his work in increasing the volume and quality of the communications the Commission receives from the local court security committees. Judge Roberts suggested we continued to assure the local law enforcement that the incident reporting mechanism is in no way a negative reflection on the job they do, but instead should be seen as a tool to improve the already top-notch security services they provide.

#### Additional Courthouse Assessments and Report on SLIB Funds

Ronda Munger gave an update on the courthouse security funds that were awarded by the Legislature in the 2015 Legislative Session. There were eight counties that were provided an opportunity to apply for funds appropriated to the State Loan and Investment Board to be used for courthouse security improvements. The following information was provided to the Commission:

Goshen County – Applied for and received grant funds in the amount of \$84,686, with matching funds in the amount of \$9,409. They have used the funds to update locks and install key cards, among other things. They have ordered a new door, which was easily forced open and will be reinforcing the clerks' areas with ballistic material. Additional cameras will also be purchased and installed.

<u>Albany County</u> – Applied for and received grant funds in the amount of \$93,355, with matching funds in the amount of 15,000. They purchased and installed an X-Ray machine. They will also be installing additional cameras in various areas around the courthouse.

<u>Crook County</u> – Crook County applied for and received grant funds in the amount of \$82,778, with matching funds in the amount of \$9,197. New locks/changes to keycards have been accomplished. The ballistic material has been installed under the bench and new doors have been installed in the judges' chambers. Cameras have been installed, and they are waiting to have the software installed on the court staff computers to allow viewing of the cameras.

Niobrara County – Niobrara County applied for and received grant funds in the amount of \$34,381, with matching funds in the amount of \$8,197. They intend to use the grant funds to install panic buttons, ballistic material for the courtroom and the clerks' offices, security cameras, and the remodeling of an existing wall. Niobrara County may submit an additional request to SLIB for funds. Niobrara County has already paid the full match, so additional money from the county will not be necessary.

<u>Platte County</u> – Platte County applied for and received grant funds in the amount of \$54,552, with matching funds in the amount of \$9,381. The grants funds will be spent on the addition of two emergency release doors, installing key card access to nine doors, installation of six cameras with three computer/monitors for viewing, and plating doors with glass. The key card access and the cameras are currently being installed and should be up and running in about 3 weeks. They will also be putting Kevlar under the bench, but that is yet to be scheduled.

<u>Big Horn County</u> – Big Horn County is in the process of drafting their grant application. The local court security committee met on April 19th to discuss improvements to be made with grant funds. They are still in the fact gathering stage and will submit a proposal to SLIB in the near future. There is a discussion with the county attorney about what would be the best approach to the remodel. They are scheduled to meet again in May.

Weston County – Weston County is in the process of drafting their grant application. The County has the matching funds and is committed to making improvements. At present time, the plan is to move the circuit court into the basement of the courthouse, with some additional improvements on the upper floor to accommodate a payment window and circuit court trials.

<u>Park County</u> – The Judges in Park County have endorsed the National Center for State Court's recommendations for courthouse security improvements, and now are waiting to hear if the County Commissioners are willing to provide the matching funds to move the project forward.

The funding for these grants must be spent by June 30, 2018. Ronda reported that the Wyoming Supreme Court applied for another State Justice Institute Technical Grant to accomplish additional courthouse security assessments. The Court expects to know whether they have received the grant by mid-May. If the application is successful, Carbon County, Converse County, Hot Springs County, Lincoln County, Sheridan County, Uinta County, and Washakie County will receive courthouse security assessments.

Director Cameron provided an update on the Fremont County and Sweetwater County projects. The Fremont County Justice Center has been completed. Sweetwater County is in the process of building a justice center that will combine both of the circuit courts that currently exist in Sweetwater County; it will also house the county prosecutor's office and the public defender all at the county jail.

## Preventative Radiological Nuclear Detection Training

Director Cameron introduced Scott Ramsey from the Wyoming Office of Homeland Security and Noel Mueller the PRND State and Local Liaison. Mr. Ramsey and Mr. Mueller provided the Commission training and information about the Preventative Radiological Nuclear Detection Program (PRND). The PRND program is aimed at preventing the use of radiological and nuclear material before it can be used against us. The program is being developed to systematically support and advance local, regional, state and national homeland security strategies to protect citizens from unauthorized use of radiological and nuclear materials. Director Cameron, through his work at the Wyoming Office of Homeland Security, has established a PRND Program manager to lead the Wyoming PRND program coordination and sustainment.

#### **Next Meeting**

The next meeting of the Court Security Commission will be August 3, 2016.

#### Commission Adjourned

## WYOMING COURT SECURITY COMMISSION LOCAL COURT SECURITY MANAGEMENT COMMITTEES (AS OF JULY 2016)

#### **ALBANY COUNTY**

Jeffrey A. Donnell – District Court Judge, Chairman Robert A. Castor – Circuit Court Judge Devon O'Connell – Albany County Bar Association Heber Richardson – Albany County Commissioner Peggy Trent – Albany County Attorney Roy Torres – Albany County Maintenance Supervisor Dave O'Malley – Albany County Sheriff

#### **BIG HORN COUNTY**

Kenneth Blackburn – Big Horn County Sheriff, Chairman Robert Skar, District Court Judge

Tom Harrington – Circuit Court Judge

Randy Royal – Circuit Court Magistrate

Chris Kampbell – Basin Chief of Police

Kim Adams – Big Horn County Attorney

Brent Godfrey – Captain, Community Services Officer

Deb Rathbun – Recording Secretary, Sheriff's Office

Felix Carrizales – County Commissioner

John Hyde – County Commissioner

Jerry Ewen – County Commissioner

Serena Lipp – District Court Clerk

Lori Smallwood – County Clerk

Diane Nuttall – Circuit Court Clerk

Debbie Cook – Jail Captain

#### **CAMPBELL COUNTY**

Scott Mooney – Court Security Sergeant, Chairman John Perry – District Court Judge Wendy Bartlett – Circuit Court Judge Scott Matheny – Campbell County Sheriff Jim Hloucal – Douglas Chief of Police Wendy Bartlett – Circuit Court Judge

#### **CARBON COUNTY**

Jerry Colson – Carbon County, Sheriff, Chairman Wade Waldrip – District Court Judge
Barbara Casados – District Court Judicial Assistant
Jane Eakin – Circuit Court Judge
Lauretta Sheller – Circuit Court Chief Clerk
Mishell Howard – Deputy
Gwynn Bartlett – County Clerk
Lindy Glode – Carbon County Commissioner

#### **CONVERSE COUNTY**

John C. Brooks – District Court Judge, Chairman

I. Vincent Case - Circuit Court Judge

Brenda Ramseier - District Court Judicial Assistant

Nicole Hatfield - Circuit Court Clerk

Pam McCullough - District Court Clerk

Russ Dalgarn - Emergency Management Coordinator

Mike Colling - Converse County Commissioner

Clint B. Becker - Converse County Sheriff

Wendy Stoneking - Lieutenant, Detention Administration

Don Gushurst - Maintenance Supervisor

Dan Maidl - Court Security Officer

#### **CROOK COUNTY**

Thomas W. Rumpke, District Court Judge, Chairman

Matthew Castano - Circuit Court Judge

Christina "Tina" Wood - District Court Clerk

Arna Montgomery - Circuit Court Clerk

Jeff Hodge - Crook County Sheriff

Randy Gill - Facility Supervisor

Melanie Wilmer - Homeland Security

Brian Wells - Deputy Crook County Attorney

Jeanne Whalen - Crook County Commissioner

#### FREMONT COUNTY

#### **Lander Court Security Committee**

Skip Hornecker - Fremont County Sheriff, Chairman

Cora Gist - Deputy Clerk of District Court

John Applegate - Sheriff's Office/Court Security

Rob Denhardt - Circuit Court Judge

Ray Price - Fremont County Commissioner

Rocelle Fontain - Staff Attorney for District Court Judge

Patrick Lebrun – Fremont County Attorney

#### FREMONT COUNTY

#### **Riverton Court Security Committee**

Wes Roberts - Circuit Court Judge, Chairman

Wendy Sutherland - Circuit Court Clerk

Skip Hornecker – Fremont County Sheriff

Ryan Lee - Fremont County Undersheriff

Darwin Glasgow - Lieutenant, Fremont County Sheriff's Office

Cris Rohrbacher – Sergeant, Fremont County Sheriff's Office

Kathy Mosbrucker - Lieutenant, Fremont County Sheriff's Office

Randy Trehearne – Deputy, Fremont County Sheriff's Office

Patrick LeBrun - Fremont County Attorney

JR Oakley - Fremont County Building Superintendent

Kathi Metzler – Fremont County Emergency Management Coordinator

Eric Murphy - Captain, Riverton Police Department

Travis Becker - Fremont County Commissioner

#### **GOSHEN COUNTY**

Donald Murphy - Goshen County Sheriff, Chairman

Patrick Korell - District Court Judge

Cindy Kenyon - County Clerk/Grant Coordinator (SLIB)

Randal Arp - Circuit Court Judge

Carl Rupp - Goshen County Commissioner

Jeremy Wardell - Detention/Administration

Shelly Kirchhefer - Emergency Management Coordinator/Grant Coordinator (SHSP)

Tony Richard - Management Supervisor

Kenneth Brown - County Attorney

Kathy Rickard - District Court Clerk

Jesse Bowen - IT Department

Cydney Sharp - County Attorney Asst.

Nick Jenkins - Detention

#### HOT SPRINGS COUNTY

Tom Ryan – County Commissioner, Chairman

John Lumley - County Commissioner

Brad Basse - County Commissioner

Robert Skar - District Court Judge

Thomas Harrington - Circuit Court Judge

Terri Cornella - District Court Clerk

April Andreen - Circuit Court Clerk

Shelley Deromedi - County Assessor

Nina Weber - County Clerk

Julie Mortimore – County Treasurer

Lou Falgoust - Hot Springs County Sheriff

Marcia Bean – Deputy County Attorney

Steve Shay - Chief of Police

Jerry Williams - County Attorney

Chuck Carver - Courthouse Maintenance

#### JOHNSON COUNTY

Steve Kozisek - Johnson County Sheriff, Chairman

Kerry Wolf - Johnson County Undersheriff

Jake French - Jail Administrator

Rod Odenbach - Deputy/Bailiff

William Edelman - District Court Judge

Shelley Cundiff - Circuit Court Judge

Paul G. Jarvis - Circuit Court Magistrate

Debra Vandel - District Court Clerk

Anne Tkach - Circuit Court Clerk

Jim Hicks – Johnson County Commissioner

Linda Greenough – Johnson County Commissioner

Bill Novotny - Johnson County Commissioner

#### LARAMIE COUNTY

Denise Nau – Circuit Court Judge, Chairman

Steven K. Sharpe – District Court Judge

Amber Ash – Laramie County Commissioner
Bernard Haggerty – Laramie County Attorney
Chris Wegner – Building Maintenance
Diane Sanchez – District Court Clerk
Shawn Olsen – Lieutenant, Laramie County Sheriff's Department
Timothy Johnson – Sergeant, Laramie County Sheriff's Department
Susan Sweeney – Risk Manager
Rick Fortney – IT
David Flood – IT

#### LINCOLN COUNTY

Joseph Bluemel – District Court Judge, Chairman Frank Zebre – Circuit Court Judge
Shane Johnson – Lincoln County Sheriff
John Stetzenbach – Lincoln County Sheriff's Office
Steve Dillree – Court Security
Kent Connelly – Lincoln County Commissioner
Debbie Larson – Lincoln County Assessor
Jeanne Wagner – Lincoln County Clerk
Kathy Tomassis – Lincoln County Treasurer
Ken Roberts – District Court Clerk
Kent Brown – Public Defender's Office
Darwin Parker – IT/GIS Dept.
Blaine Nelson – Deputy County Attorney

#### **NATRONA COUNTY**

Catherine Wilking – District Court Judge, Chairman Rob Hendry – Natrona County Commissioner Steven Brown – Circuit Court Judge Mark Sellers – Natrona County Undersheriff Lisa Bush – Lieutenant, Natrona County Gordon Schuler – IT Supervisor, Natrona County Jim Clark – Deputy, Natrona County

#### **NIOBRARA COUNTY**

John Brooks – District Court Judge, Chairman Richard Ladwig – Niobrara County Commissioner Greg Strock – Niobrara County Commissioner Pat Ware – Niobrara County Commissioner Kayla Courtright – District Court Clerk Dennis Meier – Circuit Court Magistrate Rick Zerbe – Niobrara County Sheriff Becky Freeman – Niobrara County Clerk

#### PARK COUNTY

Scott Steward – Park County Sheriff, Chairman Bryan Skoric – Park County Attorney Bruce Waters – Circuit Court Judge Steven Cranfill – District Court Judge Lee Livingston – Park County Commissioner Bucky Hall – Park County Commissioner

#### PLATTE COUNTY

Patrick Korell - District Court Judge, Chairman

Randal R. Arp - Circuit Court Judge

Scott Cole - Circuit Court Magistrate

Mona McAuley - District Court Clerk

Cary Shubert - Circuit Court Clerk

Clyde Harris - Platte County Sheriff

Terry Stevenson - Emergency Management Coordinator

Jim Dewitt - Maintenance Supervisor

Doug Weaver - Platte County Attorney

Chris O'Reilly - IT Department

Chris Kanwischer - Platte County Clerk

Steve Shockley - Platte County Commissioner

Sandy Kontour - Platte County Commissioner

Eric Johnston - Platte County Commissioner

Candy Wright - Grant Coordinator

#### SHERIDAN COUNTY

John Fenn – District Court Judge, Chairman

Dave Hofmeier - Sheridan County Sheriff

Allen Thompson – Lieutenant, Sheridan County Sheriff's Office

Steve Matheson - Courthouse Deputy

William Edelman – District Court Judge

Shelley Cundiff - Circuit Court Judge

Renee' Obermuller - County Commissioner Administrator

Mike Morris - Facilities Manager

Matt Redle - County Attorney

Erin Wardell - Public Defender

#### SUBLETTE COUNTY

Marv Tyler – District Court Judge, Co-Chairman

Tyson Gulbrandson - Sergeant, Co-Chairman

Jim Latta – Sublette County Commissioner

K. C. Lehr - Sublette County Sheriff

Mary Lankford - Sublette County Clerk

L. Jeness Saxton - Sublette County Assessor

Curt A. Haws - Circuit Court Judge

Janet Montgomery – Clerk of District Court, Ex-Officio Member

Mike Christie - IT Department, Ex-Officio Member

#### SWEETWATER COUNTY

Nena James - District Court Judge, Chairman

Craig Jones – Circuit Court Judge, Vice-Chair

John Prokos - Circuit Court Judge

Mike Lowell - Sweetwater County Sheriff

Dan Erramouspe - Sweetwater County Attorney

Rick Hawkins – Attendee Brett Stokes – Attendee Patty Stickney – Attendee

#### **TETON COUNTY**

Mike Crook – Deputy - Court Security, Chairman Bret Bommer – Corporal - Court Security Tim Day – District Court Judge James Radda – Circuit Court Judge Keith Gingery – Deputy Teton County Attorney

#### **UINTA COUNTY**

Joseph Bluemel – District Court Judge, Chairman Michael Greer – Circuit Court Judge
Doug Matthews – Uinta County Sheriff
Loretta Gerrard – Uinta County Attorney
Rowdy Dean – Chief Deputy Sheriff
Wendell Fraughton – Uinta County Commissioner
Terry Brimhall – Uinta County Treasurer
Lana Wilcox – Uinta County Clerk
Lori Perkins – Uinta County Assessor
Kerri Bumgardner – District Court Clerk
Clay Baird – Maintenance Supervisor
Terri Munk – Circuit Court Clerk
Jon Kirby – Evanston Chief of Police
Dave Evins – Court Security
Kent Brown – Public Defender's Office

#### WASHAKIE COUNTY

Steve Rakness – Washakie County Sheriff, Chairman Matt Arender – Detention Sergeant
Terry Wolf – Washakie County Commissioner
John Worrall – Washakie County Attorney
Robert Skar – District Court Judge
Tom Harrington – Circuit Court Judge
Tom Schmeltzer – County Maintenance Foreman

#### **WESTON COUNTY**

Brian Colvard – Weston County Sheriff, Chairman Michael Deegan – District Court Judge
Matt Castano – Circuit Court Judge
Dean Emmert – Administration, Weston County Jail Gidget Macke – District Court Clerk
Barb Munger – Circuit Court Clerk
Bill Lambert – Weston County Commissioner
Tina Conklin – Weston County Assessor
Marty Ertman – County Commissioner
Susie Overman – County Treasurer

