

Executive Committee Minutes  
Tuesday, March 6, 2007  
10:00 a.m.  
Conference Room A260

Chair Loken called the meeting to order. The meeting was properly announced. All members present: Supervisor Grabarski, Supervisor Babcock, Supervisor Kirslenlohr, Supervisor Renner and Chair Loken.

**Motion** by Supervisor Renner, second by Supervisor Kirslenlohr to approve the agenda.

**Motion carried unanimously.**

There was no public participation requested, and no correspondences.

Security Concerns. Copies were distributed of the Department Heads' security concerns that were presented at the February Executive Committee meeting.

- ID Badges. Jane Grabarski has all software and supplies necessary to create picture ID badges, these just need to be created. Jane Grabarski in cooperation with MIS were assigned to the ID badge project. A proposed policy for these will be created as well.
- Panic Buttons. Les Beckman will get information regarding a panic button system that is programmed into the computer network and keyboard for employees to use. This would eliminate the need for a hardwired system.
- Policies for the use of both ID Badges and panic buttons will need to be created and this was discussed, as well as the need for Department Heads and manager to enforce the policies.
- Lighting problems in the parking lots at the Courthouse are being addressed with Maintenance and the power company.
- Proximity Card Entrance System. Les Beckman and Liz Hendricksen will work on a RFP/Competitive Bidding process to get quotes for this in time for it to be considered in the budget process.
- Crosswalk by main entrance on Adams Street by the Courthouse, there is no a solution for this at this time.
- Hours of Service posted on entrance doors. Tracy Hamman was assigned to get costs to post the hours of service on entrance doors.
- Bulletproof Protection. There are certain Department's that were concerned regarding the needs for bulletproof glass windows, as well as the bulletproof wall protection beneath the window. Tracy Hamman will find the quote he previously received for the bulletproof window.
- Building Signage. There is money in the Maintenance budget to get signage for the building, Tracy is working on this and it will happen this year.
- Tornado/Fire Protection. Jane Grabarski was assigned to post inside each of the rooms a directional card for Tornado and Fires as to evacuation/protection routes. Also discussed was the need for the County to do tornado and fire drills.

- Les Beckman will contact the US Marshall's Office to have them come and do another inspection, the last one was done in 1999 and nothing was done after they came onsite.

The next Executive Committee meeting for security concerns will be April 24, 2007 at 10:00 a.m. Items to include: security concerns update and continuity of critical government services in the event of a natural disaster.

**At 11:15 a.m. motion** by Supervisor Babcock, second by Supervisor Grabarski to adjourn.  
**Motion carried unanimously.**

Respectfully submitted,

Liz Hendricksen  
Administrative Assistant

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE EXECUTIVE COMMITTEE.**