

**Court Security Committee  
March 11, 2016  
Minutes**

1. **Attendees:** Judge Alexa, Judge Butsch, Judge Cappas, Judge Riggins, Judge Leach, Judge Newkirk, Tom Jones (STAD)
2. **The Committee approved the December 4, 2015 minutes.**
3. **Security Training by Indiana State Police:** The 2016 training dates are set for April 11-12 and October 6-7. The State Police have been adding more to the program and want to keep attendance to below 20 people. Judge Leach will first contact those judicial officers that have expressed interest in attending the program. After this training the Committee will discuss the next step for the program, such as whether an advanced level course should be offered.
4. **Security priorities.** With the departure of the designated security person from the Judicial Center, we are now evaluating our goals and what resources we need to tap to fill in any gaps. The Committee would like training for judicial officers and staff to continue as-is. Funding is a priority, whether through a grant or legislation. The Committee would like to see someone available to do assessments, whether it's a full-time staff or a consultant. They would also like to see if the Department of Homeland Security has resources that we could use (like doing the courthouse assessments).
5. **Incident Reports.** As they stand, the incident reports are pretty useless. We have discussed this before, but it didn't go anywhere because of the IT line of projects. We would like to get an app so that the incident report form can be submitted online and that information would automatically be put into a database that could be analyzed and used for grant applications. The Committee emphasized that this form should be easy and quick if it's to be used, and we should send out reminders every 6 months.  
  
Judge Riggins also suggested that for smaller counties, Sheriff's Office could track security incidents by keeping CAD notes.
6. **The next meeting will be held during the Spring Judicial Conference on Thursday, April 28<sup>th</sup>.**