

**Court Security Meeting
Minutes
February 24, 2017**

1. **Attendance:** Judge Cappas, Judge Certo, Judge Barajas, Mag. Ferguson, Mag. Murphy, Judge Newkirk, Judge Riggins, Judge Wicks, Mag. Wilson. Guest: Jill Acklin, education attorney
2. **Minutes:** The minutes from the December 9, 2016 meeting were approved subject to adding Judge Barajas to the list of attendees.
3. **Court Security Officer Conference:** On September 28th from 10-3:30, the Education Division is planning a Court Security Officer Conference at 30 S. Meridian, Indianapolis. The speakers are Tim Fautsko and Judge Lee Sinclair from the National Center from State Courts. Guest Jill Acklin asked that the Committee brainstorm ideas for what the speakers should cover during their sessions. The Committee suggested covering mental illness, transporting prisoners during an emergency, security during divorce and protective order cases, how to deal with threats, electronic devices, attorneys carrying guns, the use of emergency systems, dealing with angry civil litigants, and transporting inmates in the courthouse when the public is in the building. Committee members expressed interested in attending this conference.
4. **Update on firearms familiarization:** Judge Riggins reported that the advanced training scheduled for February 24-25th was full, as well as the spring training to be held on April 21-22. There are 19 judicial officers and spouses signed up for the spring training; 10 judicial officers have already signed up for the October 6-7th training.
5. **Review of the Indiana Courthouse Security Minimum Standards:** The Committee reviewed and approved changes to all 16 of the standards passed in 2002. Amanda Wishin, staff, agreed to incorporate all changes into a single document, the Committee would again review this document, and final approval would be given at the next meeting.
6. **The next meeting is set for Friday, May 5th after the Spring Judicial Conference adjourns.**

**Court Security Meeting
Minutes
May 5, 2017**

1. **Attendance:** Judge Cappas, Judge Barajas, Mag. Murphy, Judge Newkirk, Judge Riggins, Judge Wicks
2. **Minutes:** The minutes from the February 24, 2017 meeting were approved.
3. **Update on firearms familiarization:** Judge Riggins reported that April 21-22 firearms familiarization class occurred as scheduled. He said he would contact the attendees to get feedback in preparation for the October training.
4. **Review of the Indiana Courthouse Security Minimum Standards:** The changes made at the February meeting were incorporated into a single document. The Committee reviewed these changes and approved them subject to (a) the remainder of the Committee reviewing them; (b) Amanda Wishin checking with the State Fire Marshal about standards 12-14.
5. **Review of COOP:** The Committee reviewed the draft created by Judge Newkirk. Judge Riggins commented that it would be helpful if there was someone at the state level that could help counties prepare their COOP. Judge Riggins also said that he was working on making the forms included fillable. There is currently a sample plan on the Supreme Court website: <https://in.gov/judiciary/admin/files/coop-sample-plan.pdf>. Judge Newkirk said that he would review the plan on the website and compare it to his draft and make suggested changes at the next meeting.
6. **Next steps:** The next step will having the amended Administration Rule 19 and revised Indiana Courthouse Security Minimum Standards approved by the Supreme Court. The COOP will be suggested, but not part of the rule amendment.
7. **The next meeting is set for Friday, July 14th at 1:30 p.m. by conference call.**