

**Wyoming Court
Security Commission**

Annual Report

September 1, 2018





THE STATE OF WYOMING

MATTHEW H. MEAD
Governor

Office of Homeland Security

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September 1, 2018

To: Governor Matthew Mead
Chief Justice Michael K. Davis
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 (Commission), I respectfully present to you the 2018 Annual Report. Over the past year, the Commission and the local Court Security Management Committees have been hard at work to raise awareness and increase resources available for court security across the state. The importance of this work was highlighted recently by a security incident in Evanston. Immediately following a court hearing, a prisoner escaped custody after a physical altercation with a sheriff's deputy. The prisoner overpowered the deputy and armed himself with the deputy's weapon, exited the courthouse and carjacked a car at gunpoint. The prisoner was apprehended later that day without further incident, however, the potential harm that could have come from that situation further emphasizes the continued work of the Commission (see attached Incident Report).

During my tenure on the Commission, the Wyoming Legislature has been a dedicated partner in the Commission's efforts for statewide court security, and this past legislative session was no exception. Although funding streams for court security were tight, the 64th Legislature provided an appropriation of Four Hundred Thousand Dollars (\$400,000) to be distributed by the Supreme Court for court security improvements. The Commission was charged with recommending a distribution formula for the appropriated monies. The Commission met on May 10th to hear from county commissioners, judges and court personnel regarding a fair distribution of monies received from the Legislature. On June 26th, the Commission met and voted to recommend to the Supreme Court that the funds be distributed to the seven (7) counties that received courthouse security assessments in 2016; that the funds be distributed by a grant formula that prorates the assessed needs of the county with the amount of funds available; and that any funds not used by the seven counties be made available to other counties through a second grant process. The first grant applications are due September 11, 2018 (see attached minutes, grant application and funding formula).

Contained within this report is the detailed work of the Commission during fiscal year 2018. If you have additional questions or concerns, please do not hesitate to contact me and I would be happy to address them.

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

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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

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TO: Senator Bruce Burns, Chairman
Representative Bob Nicholas, Chairman
Members of the Joint Appropriations Committee

Senator Leland Christensen, Chairman
Representative Dan Kirkbride, Chairman
Members of the Joint Judiciary Interim Committee

From: Lily Sharpe, State Court Administrator

Re: Report on Court Security Funds

Date: June 30, 2018

This memo outlines the expenditures for court security funds over the past several years. The below chart provides the appropriated monies and all expenditures to date. The Fremont and Sweetwater County monies were appropriated by the Wyoming Legislature in the 2014 Budget Session. On June 19, 2015 Fremont County dedicated the new Riverton Justice Center, and on July 18, 2018 Sweetwater County dedicated its Rock Springs Justice Center. During the 2015 General Session, the Wyoming Legislature appropriated monies to eight additional counties. As of June 30, 2018, all residual funds have reverted to the General Fund.

Entity	SLIB Approved CHS Grant Amount	As of 6/30/18 Expenditures	Remaining Grant Balance
Fremont County	\$ 2,565,515.00	\$ 2,379,531.16	\$ 185,983.84 *
Sweetwater County	\$ 3,434,485.00	\$ 3,434,485.00	\$ -
Goshen County	\$ 84,686.00	\$ 66,077.92	\$ 18,608.08
Albany County	\$ 95,355.00	\$ 33,968.74	\$ 61,386.26
Crook County	\$ 82,778.00	\$ 82,778.00	\$ -
Niobrara County	\$ 71,778.00	\$ 34,381.00	\$ 37,397.00
Platte County	\$ 83,563.00	\$ 76,186.39	\$ 7,376.61
Big Horn County	\$ 371,790.00	\$ -	\$ 371,790.00
Weston County	\$ 207,846.00	\$ 17,291.96	\$ 190,554.04
	<u>\$ 6,997,796.00</u>	<u>\$ 6,124,700.17</u>	<u>\$ 873,095.83</u>

*county returned grant balance as project was completed, funds reverted to General Fund

Counties who did not apply-Funds reverted as of 6/30/2018	Amount
Park County	\$ 82,760.00

Counties who did not apply for full funding-Funds reverted as of 6/30/2018	Amount
Niobrara County	\$ 2,000.00
Platte County	\$ 866.00
	<u>\$ 2,866.00</u>
Total Courthouse Security Grant Funding	<u>\$ 7,083,422.00</u>

During the 2018 Budget Session, the Wyoming Legislature appropriated Four Hundred Thousand Dollars (\$400,000) to provide for court security improvements to the Wyoming Supreme Court. The funds are only to be expended upon the recommendation of the Wyoming Court Security Commission (Commission). The Commission met on June 26, 2018 and recommended that the funds be distributed according to the following formula:

Estimated Costs for Implementing Recommendations

	Average Cost	Total Need	% of Need	Total Appropriation	State Appropriation	County Match*
Carbon	\$578,375.00	\$1,023,112.50	56.53%	\$400,000	\$226,124	\$22,612
Converse	\$71,162.50	\$1,023,112.50	6.96%	\$400,000	\$27,822	\$2,782
Hot Springs	\$76,737.50	\$1,023,112.50	7.50%	\$400,000	\$30,002	\$3,000
Lincoln	\$89,587.50	\$1,023,112.50	8.76%	\$400,000	\$35,025	\$3,503
Sheridan	\$57,587.50	\$1,023,112.50	5.63%	\$400,000	\$22,515	\$2,252
Uinta	\$90,562.50	\$1,023,112.50	8.85%	\$400,000	\$35,407	\$3,541
Washakie	\$59,100.00	\$1,023,112.50	5.78%	\$400,000	\$23,106	\$2,310
TOTAL	\$1,023,112.50		100%		\$400,000	\$40,000
Total Court Security Improvements						\$440,000

* If the entire State Appropriation is not requested by the individual counties, the county match will be prorated to 10% of the funds requested.

Grant applications due from the seven eligible counties are due no later than September 11, 2018. The Commission will work with the Supreme Court to award and administer the grant funds. Any unawarded, unexpended or unobligated funds remaining will revert on June 30, 2020.

TO: JOINT JUDICIARY COMMITTEE
JOINT APPROPRIATIONS COMMITTEE

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

RE: COURT SECURITY INCIDENT REPORT

DATE: SEPTEMBER 1, 2018

The Wyoming Court Security Commission (Commission), established by W.S. § 5-11-101 et seq., continues its work to enhance court security in Wyoming courthouses 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 focuses its efforts on increasing awareness of potential court security situations and risks associated with courthouses across the state. To address this objective, the Commission adopted Standard 2014-1, Incident Reporting. On January 1, 2015 courts in Wyoming began submitting incident reports for security issues happening at courthouses. As of July 1, 2018, there have been 205 incident reports submitted. Over this past fiscal year there were 51 incident reports submitted, which is a 30% decrease from the 73 reports submitted in the prior fiscal year and a 16% increase from the 44 reports submitted two years ago. The incidents reported during fiscal year 2018 include the following types of security events:

- 14 - Disorderly conduct reports
- 10 – Medical emergency reports
- 7 – Verbal threat reports
- 3 – Disobey Court Rule reports
- 2 – Attempt to bring in firearm reports
- 2 – Knife in courtroom reports
- 2 – Bomb threat reports
- 2 – Suspicious package reports
- 2 – Suspicious circumstance reports
- 1 – (of each of the following) Emergency Fire report, Written Threat report, Intelligence Information report, Physical Assault report, Drugs/Contraband report, Intoxicated Party report and a Prisoner Escape/Aggravated Assault report.

It is our belief that many security incidents taking place in courthouses throughout the state still go unreported, however, through the reports the Commission does receive, there is every indication that courthouses present special challenges in terms of court security. The last security incident report submitted this year is a clear example of this fact.

On 06/26/18, the Uinta County District Court in Evanston, Wyoming experienced a security incident that points out how volatile everyday courthouse functions can become and why adequate security in courthouses is a must.

On the above day, a sole Uinta County Sheriff's Deputy escorted four (4) inmates to arraignment hearings in the Uinta County District Court. After the hearings, the inmates were escorted to a hallway outside the courtroom where one of the inmates attacked the Deputy. The inmate was able to overpower the Deputy and get the Deputy's firearm and handcuff keys. The inmate removed his ankle restraints and fled the courthouse where he obtained a vehicle by carjacking. Later, local authorities located the escaped inmate at a local residence and they were able to take him back into custody without anyone getting hurt.

The above incident is an example of what can happen on any given day in any courthouse in the state. Knowledge of these incidents and security concerns informs our statewide effort to be proactive in addressing security issues and needs in Wyoming's courthouses.

Wyoming Court Security Commission
Minutes
August 2, 2017

The Wyoming Court Security Commission met on August 2, 2017. In attendance were Director Guy Cameron, Chair, Justice Keith Kautz, Judge Wes Roberts, Judge Marv Tyler, Senator Leland Christensen, Daniel Erramouspe, Steve Woodson and Commissioner Mike Colling. Justice William U. Hill, Lily Sharpe, Joe Hartigan, Doug Gumm, Becky Craig, and Ronda Munger also attended.

Call the Meeting to Order – Director Cameron

Director Guy Cameron opened the meeting by welcoming everyone, including the newest member Justice Keith Kautz, who replaced Justice Hill. Director Cameron made special remarks thanking Justice Hill for his service to the Court Security Commission and awarding him an excellence in leadership coin offered from the Wyoming Office of Homeland Security.

Director Cameron led a discussion of the March 22, 2017 minutes. Judge Roberts moved to approve the minutes as written and Judge Tyler seconded the motion. The Commission approved the March 22, 2017 minutes on a unanimous vote.

2015 Wyo.Sess.Laws 477-2015 Courthouse Security Assessments – Ronda Munger

Ronda Munger updated the Commission on the State Justice Institute Technical Grant for the original eight courthouse security assessments – the grant funds were provided to accomplish courthouse security assessments in Albany, Big Horn, Crook, Goshen, Niobrara, Park, Platte and Weston counties. The legislature appropriated just over one million dollars based on those assessments in the 2015 General Session. At this time, Goshen County, Albany County, and Crook County have accomplished their proposed security improvements. Niobrara County and Platte County are in the process of spending the monies appropriated by the legislature and awarded through a grant process by the State Loan and Investment Board (SLIB). Niobrara County has just under \$40,000 in funds that are still available. Platte County is on the SLIB agenda in August and will be requesting the remaining \$22,000 of its legislative appropriation. Park County has not applied for the court security funds appropriated under this legislation. Big Horn County and Weston County are currently out to bid on their individual court security improvements. The state funds for the original eight counties will revert in June of 2018.

Update 2016 State Justice Institute Technical Grant – Ronda Munger

In 2016, the Wyoming Supreme Court applied for an additional \$50,000 grant from the State Justice Institute to accomplish seven additional court security assessments. The assessments were accomplished in Carbon, Converse, Hot Springs, Lincoln, Sheridan, Uinta, and Washakie counties. Ronda Munger provided copies of an Overview of Courthouse Security Assessments to the Commission and discussed the fact that it is considered confidential and not available for public consumption. Each of the seven counties have individual reports that are more detailed, but those reports are also considered confidential for obvious reasons. The seven individual reports and the overall

summary were prepared by a team of security experts at the National Center for State Courts and were drafted as a result of onsite security assessments accomplished in August, September and October of 2016. Copies of the reports were provided to the state court judges in each of the counties. The observations and recommendations in each of the reports are prioritized into one of three categories according to the cost and time required to implement the recommendation. Total estimated costs for implementing the recommendations in the seven counties is projected to be between \$810,000 and \$1.2 million.

2018 Budget Session – Director Cameron

Director Cameron and Senator Christensen, as well as staff from the Supreme Court, met with Representative Bob Nicholas, Co-Chair of the Joint Appropriations Committee to discuss state funding possibilities for the 2018 Budget Session. The Legislature will be facing tough funding decisions due to decreased state revenues. Senator Christensen led a discussion about the challenges of funding for court security and the recognition of the fact that court security will be an ongoing need throughout the state. He recommended the Commission look to recurring funding sources so that it is not an annual request to the legislature. Although cognizant of the budgetary challenges facing the legislature in the upcoming session, the Commission agreed to move forward with a funding request for security improvements on behalf of the seven counties who just recently accomplished court security assessments. The Commission discussed the possibility of requesting the use of the 2018 reversion monies that were originally appropriated to the initial eight counties, but was not utilized. Lily Sharpe will draft some language accomplishing the funding request in the upcoming legislative session.

Annual Reports – Director Cameron

Director Cameron reminded the Commission of its September 1, 2017 statutory obligation to draft an annual report as required by the Wyoming Court Security Act, W.S. 5-11-101 et seq. The report will be submitted to the Chief Justice, Governor, Joint Appropriations Committee, and Joint Judiciary Committee. He explained that a large part of the annual report is comprised of the individual reports submitted each July 1st by the local court security management committees. To date, twenty-three of the twenty-four local committees have submitted reports. Ronda Munger stated that the quality of the reports being submitted by the local committees is improving. Director Cameron explained how the data in those reports is used to raise awareness of court security issues statewide. This year, the Commission requested copies of the standing orders for court security signed by judges and utilized in courthouses across the state. Judge Tyler suggested the collection of the orders. He explained that as he travels across the state to fulfill his judicial duties it is important to him and other judges to know what weapons orders are in place in each location. The Commission reviewed the eight active court weapons orders. Judge Tyler suggested the drafting of a weapons order template to be offered to the local security committees and local judges. The Commission agreed that this issue needs to be vetted and directed by the local judges and sheriffs. Judge Roberts shared information provided by the National Center for State Courts during a court security training seminar. Lily Sharpe summarized her experience working with the legislature on the issue of court security and the legal research that has been done to understand the authority prescribed by

the statutes to direct security issues in county buildings. The Commission decided to gather information about security policies and further discuss the issue at its next meeting.

Update Incident Reports (FY2017 Numbers) – Joe Hartigan

Joe Hartigan reported to the Commission on the incident reports as required by Standard 2014-1 and filed by each of the counties. As of July 1, 2017, there have been 150 incident reports submitted. Over this past fiscal year there were 73 incident reports submitted, which is a 66% increase from the 44 reports submitted in the prior fiscal year. The incidents reported during fiscal year 2017 include the following types of security events:

- 16 - verbal threat reports
- 13 – disorderly conduct reports
- 8 – medical emergency reports
- 7 – attempt to bring in weapon reports (2 were firearms)
- 4 – knives brought into courtroom reports
- 4 – written threat reports
- 4 – suspicious circumstance reports
- 3 – intoxicated party reports
- 2 – drugs / contraband reports
- 2 – physical assault reports
- 1 – (of each of the following) suspicious package report, Harassment report, Emergency fire report, Bench warrant arrest report, Intelligence report, Attempted prisoner escape report, Facility flooding report, Public indecency report, Self-inflicted injury report and a Property destruction report.

Although there has been a 66% increase in incident reporting, Joe does not believe that there has been an increase in security risks in Wyoming courthouses, but that the increase in reports filed is due to the increased awareness of the necessity to report security issues to the Commission.

Court Security Commission Annual Report – Ronda Munger

Ronda Munger assured Director Cameron that she will have a draft report for him to review by the middle of August.

Next Meeting – Director Cameron

Director Cameron thanked Director Woodson, Commissioner Colling, and Daniel Erramouspe for agreeing to serve additional three-year terms on the Commission. Director Cameron advised the Commission that a letter of appreciation was sent to Sheriff Honecker thanking him for his service. The Governor will be tasked with appointing another sheriff to replace him. The next meeting of the Court Security Commission will be held after the Legislative Session in 2018.

Commission Adjourned

**Wyoming Court Security Commission
Minutes
May 10, 2018**

The Wyoming Court Security Commission met on May 10, 2018. Court Security Commission members in attendance via personal appearance, video or phone were: Director Guy Cameron, Justice Keith Kautz, Judge Wes Roberts, Judge Marv Tyler, Daniel Erramouspe, Commissioner Mike Colling, Representative Jared Olsen, and Sheriff Scott Matheny. Supreme Court personnel Lily Sharpe, Ronda Munger, Joe Hartigan, and Becky Craig also attended. Visiting county commissioners, judges, and court personnel from several counties also attended. Carbon County: Commissioners John Espy and Jim Piche, District Judge Dawnessa Snyder, Circuit Court Judge Susan Stipe, Deputy Sheriff/Court Security Officer Mishelle Howard, and Chief Circuit Court Clerk Jennette Hagan; Converse County: Commissioner Jim Willox; Hot Springs County: Commissioner Tom Ryan; Laramie County: Commissioner Troy Thompson; Lincoln County: Commissioners Kent Connelly, Jerry Harmon, and Robert King; Natrona County: Commissioner/WCCA President Rob Hendry; Sheridan County: Commissioner Bob Rolston; Uinta County: Kim West, Uinta County Emergency Management; Washakie County: Commissioner Terry Wolf; Weston County: Commissioners Marty Ertman and Ed Wagoner.

Call to Order – Director Cameron

Director Guy Cameron opened the meeting by welcoming two new members: Wyoming Representative Jared Olsen and Campbell County Sheriff Scott Matheny. He also welcomed the County Commissioners, judges and court personnel in attendance and thanked them for their participation.

Director Cameron led a discussion of the August 2, 2017 minutes. Mike Colling moved to approve the minutes and Judge Roberts seconded the motion. The Commission approved the August 2, 2017 minutes on unanimous vote.

2018 Budget Session – Director Cameron

Director Cameron reviewed the prior court security assessments and appropriated funds that were utilized for court security enhancements in 2014 and 2015. He explained that in 2016, the State Justice Institute again provided grant monies to conduct court security assessments in seven additional counties: Carbon, Converse, Hot Springs, Lincoln, Sheridan, Uinta, and Washakie. The National Center for State Court's on-site security assessments of those seven counties in 2016 showed a need for approximately 1.2 million dollars and prioritized the recommendations for each county into three categories: A) items that can be implemented relatively quickly with little or no cost, B) items that will entail a moderate amount of cost and time to implement, and C) items that will require a more significant amount of cost and time to implement.

Director Cameron explained that after receiving a funding request for court security improvements from the Court Security Commission (Commission), the 2018 Legislature appropriated \$400,000 to the Supreme Court from the General Fund. Any unexpended funds are to revert back to the General Fund on June 30, 2020. The Legislature directed that the appropriated funds "only be expended upon recommendation by the Wyoming court security commission for direct purchase by the state or grants to counties for security equipment within courthouses or construction or modification of facilities containing a state court." The Legislature did not, however, direct how the funding should be distributed. Director Cameron stated that the Commission's goal, before July 1st, is to develop a defensible, fair method for distribution of the

appropriation. He reviewed the methodologies used for previous distributions and presented two new distribution models. Lengthy discussion was held about the draft models. The Court Security Commission will continue to work to develop a fair distribution model. Upon further discussion, it was suggested that the amount of effort each county has put forth to address its court security needs should be taken into consideration when developing a distribution model.

The Commission also discussed whether access to the 2018 funding should be limited to the counties that were evaluated in the most recent round of assessments. The consensus was that the funds should be available to only those seven counties. Discussion was held as to whether these counties are permitted to use the funds for temporary security measures while upgrades and renovations are being made to their facilities. It was noted that in the past, the counties were allowed to use the funding for security measures that were not specifically identified in the SJI's assessment reports.

Judge Roberts noted the importance of having active local court security management committees and of having the judges in the counties actively involved on the committees. He urged the local court security management committees to review the Commission's standards, to assess their facility's needs, and to bring their most immediate security vulnerabilities to the attention of the commission. Judge Roberts cautioned that it takes a considerable amount of time to get from the point of identifying a problem to its resolution. Attention was brought to the importance of the counties being able to provide adequate staffing if, in fact, their facilities are upgraded; this is a vital piece that needs to be considered in the overall picture.

Discussion was held about cameras in the courtroom and the importance of having them manned by law enforcement personnel. Judge Tyler explained that a bill that passed in the last session delineates the responsibility of the county and the Supreme Court as to courtroom technology. The bill states that the counties are responsible for the infrastructure up to the courtroom walls, and any technology other than that is the responsibility of the Supreme Court. Any security cameras that are linked into the state server will need to be disconnected by the end of June 2018, which then makes the cameras the county's responsibility. Director Cameron suggested that from a policy standpoint, cameras are an ongoing discussion for the legislature, but that there is a budgetary solution available regarding their cost and installation. He pointed out that there are federal funds available through the Office of Homeland Security for purchase of the cameras. The main criteria necessary to obtain the funding is that there must be a possible link to terrorism. He pointed out that these funds are only part of the solution, and that the legislative solution to determine whether each county or the Supreme Court is responsible for the cameras will hopefully be addressed in the 2019 session. Lily Sharpe assured the county commissioners that she will work with them to develop adequate language concerning cameras in the courtrooms and the level of involvement and responsibility of local law enforcement. Judge Tyler pointed out that the cameras and monitors are not the main expense—it's the equipment's software and the need for IT personnel. Available bandwidth is another very important concern. Discussion was held about the possibility of this matter being resolved without the need for legislation.

Annual Reports – Director Cameron

Joe Hartigan, the Supreme Court Security Officer, discussed the annual reports submitted by the counties. He will reach out to the chairs of the local court security management committees to remind them that their individual reports are due by July 1, 2018.

Director Cameron reviewed a draft of a standing order template for court security. He explained that it is a general order that establishes a policy regarding dangerous weapons in the courtrooms and court operations area. The proposal is that the order be provided to the local court security management

committees and judges for their consideration. He noted that there are currently eight different standing weapons orders in place in Wyoming. Of main concern are the judges who travel across the state for their judicial duties and are generally unaware, from one court location to the next, of the weapons order that's in place—if any. Discussion was held on this matter. Mike Colling moved to send the template to each of the local court security management committees for their consideration; Judge Tyler seconded the motion. The motion passed unanimously.

Update Incident Reports – Joe Hartigan

Joe Hartigan provided a summary of the incidents that were reported during the year. After reviewing the reports and statistics, Joe has concluded that there are a large number of security related events that are taking place in the courthouses that are not being reported. The Court Security Commission's 2018 Annual Report (due September 1, 2018) will highlight the need for incident reporting as set out in Standard 2014-1. Sheriff Scott Matheny offered to distribute the summary of incident reports to the sheriffs and to stress the importance of filing the incident reports.

Court Security Commission Annual Report – Ronda Munger

Ronda Munger will prepare a draft of the commission's annual report for review by Director Cameron and distribution by September 1, 2018 to the Chief Justice, Governor, Joint Appropriations Committee, and Joint Judiciary Committee. The report will include a description of the grant process for distribution of the court security funding appropriation.

Next Meeting – Director Cameron

The next meeting will be held on June 20th. The main topic on the agenda for this meeting will be to discuss the grant process and application. Ronda will send a draft of the grant application to the commission members for review prior to the meeting.

Commission Adjourned

Actions Taken:

1. The commission approved the minutes from its August 2, 2017 meeting.
2. The commission will discuss working with the County Commissioners' Association and the Office of Homeland Security to see if the issue of cameras in the courtrooms can be resolved without legislation.
3. The commission approved sending out a template for a weapons order to the local court security management committees.

Action Items:

1. Staff will send out the court security standards to the new commission members.

2. Staff will send a template of a weapons order to each county's local court security management committee.
3. Joe Hartigan will send Sheriff Scott Matheny the Compilation of Incident Reports from the counties. Sheriff Matheny will distribute the compilation to the county sheriffs.
4. Staff will clarify in the grant application the particular body that should apply for funding and the criteria to be addressed.
5. Staff and Director Cameron will reach out to Senator Perkins and the State Land and Investment Board to learn the criteria used in the past for the 90 – 10% funding and for awarding grants.

**Wyoming Court Security Commission
Minutes
June 26, 2018***

The Wyoming Court Security Commission met on June 26, 2018. Court Security Commission members in attendance via personal appearance, video or phone were: Director Guy Cameron, Justice Keith Kautz, Judge Marv Tyler, Senator Leland Christensen, Representative Jared Olsen, Commissioner Mike Colling, and Director Steve Woodson. Supreme Court personnel Ronda Munger, Joe Hartigan and Becky Craig also attended.

Call to Order – Director Cameron

Director Guy Cameron opened the meeting. He welcomed and thanked everyone for attending.

Steve Woodson, Director of the Wyoming DCI, and Joe Hartigan, the Wyoming Supreme Court's Security Officer, updated the commission members on an incident that occurred at the Uinta County Courthouse earlier that morning. A defendant who was to appear before a district judge overpowered and disarmed a deputy, used the deputy's handgun to obtain the keys to his shackles, exited the courthouse and stole a car at gunpoint from an individual outside the building (the subject was apprehended without further incident later that day).

Director Cameron addressed the first order of business on the agenda: approval of the May 10, 2018 minutes. He explained that the May meeting was a follow-up discussion regarding the recent legislative session. Director Cameron noted that many of the county commissioners attended the May meeting from the seven counties that received court security assessments and whose county commissioners will be able to apply for a portion of the \$400,000 appropriated for court security improvements. Judge Tyler moved to approve the minutes and Commissioner Colling seconded the motion. The Commission unanimously approved the May 10, 2018 minutes.

Director Cameron explained that the purpose of the meeting was to have further discussion regarding the appropriated funds, the grant formula, the grant process, and the application form that will be used.

2018 Legislative Appropriation: Grant Formula, Process and Application – Director Cameron

Ronda Munger reviewed the history of the court security assessments and the grant processes used since 2014. In 2015, the Wyoming Legislature appropriated \$1.2 million dollars in funds for court security improvements and gave them to the State Land and Investment Board (SLIB) to distribute under their grant process. The funds were to be distributed to the eight counties that received onsite court security assessments in 2014. During the 2018 legislative session, \$400,000 was appropriated from the general fund to the Wyoming Supreme Court to provide funding for court security improvements. The funds are to only be expended upon recommendation by the Wyoming Court Security Commission for direct purchase by the state or grants to counties for security equipment within courthouses or construction or modification of facilities containing a state court. Since the request to the legislature for this funding was based on court security assessments that were conducted by the National Center for State Courts (NCSC) in seven courts in 2016, the Wyoming Court Security Commission recommended that the appropriated funds be disbursed to those seven counties. Ronda provided an overview of two potential funding formulas developed for distribution of these funds by the Wyoming Supreme Court to the seven counties. The proposed formulas, the grant process and the application form were reviewed and discussed at length by the commission. Director Cameron moved that the Wyoming Court Security Commission offer the seven counties the monies per the distribution formula set out in Exhibit A, attached hereto. This formula allows the counties

to designate their prorated portion of the funds towards categories A, B and C, as the county deems necessary. Mike Colling seconded the motion. The motion passed unanimously.

The commission discussed the merits of requiring a funding match by the counties. Director Cameron moved that the required match from each county be 10% of the actual funds requested by the county; Judge Tyler seconded the motion. The motion passed unanimously.

Discussion was held about the proposed grant application form (see Exhibit B attached hereto). The commission requested the counties be informed that a bid or proof of costs will need to be attached to the application if the county wishes to expend funds on improvements that are not based on categories A, B, or C of their county's NCSC assessment or on the equipment listed in Court Security Standard 2010-1 established by the Wyoming Court Security Commission.

The application process was discussed and approved. The application form and instructions will be emailed to each of the seven county commissioner chairmen by July 13, 2018. The deadline for submission of the applications to the Wyoming Supreme Court will be sixty (60) days thereafter: September 11, 2018. The Court Security Commission will meet after that date to approve the applications and make recommendations to the Supreme Court. If the commission members feel they need additional documentation or have questions for a specific county, the county commissioner chairman will be contacted. The grant applicants will be invited to this meeting in case any wish to defend their application.

If there are any appropriated funds remaining after the grant applications have been approved, the funds will be made available to counties not eligible to apply during the initial grant process.

Director Cameron informed the commission about additional funding streams for court security available to the counties through the Office of Homeland Security. His office receives federal funds annually that can be used for court security improvements.

Next Meeting – Director Cameron

The meeting date will be determined after receipt of all grant applications by September 11, 2018.

Meeting Adjourned

Actions Taken:

1. The commission approved the minutes from its May 10, 2018 meeting.
2. The commission approved a distribution formula and required county match, and it agreed to the format and requirements set out in the proposed grant application form. (See Exhibits A and B.)

Action Items:

1. The proposed grant application form will be emailed to the Court Security Commission members for review and final approval prior to it being sent to the seven county commissioner chairmen.
2. The grant application form and instructions will be emailed to each of the seven county commissioner chairmen by July 13, 2018. The deadline for submission of the applications to the Wyoming Supreme Court will be sixty (60) days thereafter: September 11, 2018.
3. *The June 26, 2018 minutes will be officially approved at a meeting in the Fall of 2018.

Exhibit A

Estimated Costs for Implementing Recommendations

	Average Cost	Total Need	% of Need	Total Appropriation	State Appropriation	County Match*
Carbon	\$578,375.00	\$1,023,112.50	56.53%	\$400,000	\$226,124	\$22,612
Converse	\$71,162.50	\$1,023,112.50	6.96%	\$400,000	\$27,822	\$2,782
Hot Springs	\$76,737.50	\$1,023,112.50	7.50%	\$400,000	\$30,002	\$3,000
Lincoln	\$89,587.50	\$1,023,112.50	8.76%	\$400,000	\$35,025	\$3,503
Sheridan	\$57,587.50	\$1,023,112.50	5.63%	\$400,000	\$22,515	\$2,252
Uinta	\$90,562.50	\$1,023,112.50	8.85%	\$400,000	\$35,407	\$3,541
Washakie	\$59,100.00	\$1,023,112.50	5.78%	\$400,000	\$23,106	\$2,310
TOTAL	\$1,023,112.50		100%		\$400,000	\$40,000

Total Court Security Improvements \$440,000

* If the entire State Appropriation is not requested by the individual counties, the county match will be prorated to 10% of the funds requested.

Exhibit B

WYOMING SUPREME COURT APPLICATION FOR COURT SECURITY FUNDS

During the 2018 Budget Session, the Wyoming Legislature appropriated monies for court security improvements:

Section 325. There is appropriated four hundred thousand dollars (\$400,000.00) from the general fund to the supreme court to provide funding for court security improvements. Funds shall only be expended upon recommendation by the Wyoming court security commission for direct purchase by the state or grants to counties for security equipment within courthouses or construction or modification of facilities containing a state court. Notwithstanding any other provision of law, this appropriation shall not be transferred or expended for any other purpose. Any unawarded, unexpended or unobligated funds remaining from the appropriation in this section shall revert as provided by law on June 30, 2020.

Based on the Courthouse Security Assessments conducted by the National Center for State Courts (NCSC) in 2016, the following seven (7) Wyoming counties are eligible to submit an application for the grant monies that were appropriated in the 2018 Wyoming Legislative Session through HB0001: Carbon, Converse, Hot Springs, Lincoln, Sheridan, Uinta and Washakie.

COURT SECURITY CHECKLIST FOR GRANT APPLICATIONS:

- ☐ One (1) original application, including all attachments
- ☐ Detailed project cost estimate, including a breakdown of security expenditures broken out by A, B or C categories outlined in the National Center for State Court Assessment
- ☐ Estimated project schedule that includes design, commencement of construction and completion of construction

WYOMING SUPREME COURT

APPLICATION FOR COURT SECURITY FUNDS

GRANT FUNDS REQUESTED: _____

PROPOSED COUNTY MATCH: _____

CONTACT INFORMATION

County (Grantee): _____

Chair, County Commissioners: _____

Mailing Address: _____

Phone No.: _____

E-mail Address: _____

Fax No.: _____

Project Director: _____

Title: _____

Phone No.: _____

E-mail address: _____

Fax No.: _____

Financial Director: _____

Phone No.: _____

E-mail address: _____

Fax No.: _____

I.D. Number (EIN): _____

PROJECT NARRATIVE

Provide a detailed summary of the project and security improvements to be accomplished:

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Application for Court Security Funds
Page 3 of 7

WYOMING SUPREME COURT

APPLICATION FOR COURT SECURITY FUNDS

COST ESTIMATES BASED ON NCSC CATEGORIES (A, B OR C)

Category A: Items that can be implemented relatively quickly with little or no cost.

Items to be purchased:

Cost Estimate (Attach documentation)

Category B: Items that will entail a moderate amount of cost and time to implement.

Items to be purchased:

Cost Estimate (Attach documentation)

Category C: Items that will require a more significant amount of cost and time to Implement.

Items to be purchased:

Cost Estimate (Attach documentation)

WYOMING COURT SECURITY STANDARD 2010-1

(<http://www.courts.state.wy.us/wp-content/uploads/2017/05/Standard-201001.pdf>):

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WYOMING SUPREME COURT APPLICATION FOR COURT SECURITY FUNDS

On behalf of the applicant, I certify that I am the Chair of the _____ County Commissioners, State of Wyoming, I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements, if approved. To the best of my knowledge and belief, the information in this application is true and correct. I understand the Wyoming Supreme Court and the Wyoming Court Security Commission may review any relevant documents or instruments relating to the analysis of this application.

SIGNATURE

NAME

DATE

Please submit applications no later than September 11, 2018 to:

Ronda Munger
Deputy State Court Administrator
Wyoming Supreme Court
2301 Capitol Avenue
Cheyenne, WY 82002
307-777-7590

WYOMING COURT SECURITY COMMISSION LOCAL COURT SECURITY MANAGEMENT COMMITTEES

ALBANY COUNTY

Tori R. A. Kricken – 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
Marcia Bean – Big Horn County Attorney
Brent Godfrey – Deputy, Courtroom Security
Deb Rathbun – Recording Secretary, Sheriff’s Office
Felix Carrizales – County Commissioner
Fred Werner – County Maintenance
Serena Lipp – District Court Clerk
Lori Smallwood – County Clerk
Diane Nuttall – Circuit Court Chief Clerk
Debbie Cook – Jail Captain
Keri Wilske – Administrative Assistant
LaRae Dobbs – EMC

CAMPBELL COUNTY

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

CARBON COUNTY

Susan Stipe – Circuit Court Judge, Chairman
Dawnessa Snyder – District Court Judge
Archie Roybal – Carbon County Sheriff
Lauretta Sheller – District Court Judicial Assistant
Jennette Hagan – Circuit Court Chief Clerk
Mishell Howard – Deputy
Gwynn Bartlett – County Clerk
John Espy – Carbon County Commissioner
Jim Piche – Carbon County Buildings & Grounds Manager

CONVERSE COUNTY

F. Scott Peasley – District Court Judge, Chairman
I. Vincent Case – Circuit Court Judge
Brenda Ramseier – District Court Judicial Assistant
Nicole Hatfield – Circuit Court Chief Clerk
Pam McCullough – District Court Clerk
Russ Dalgarn – Emergency Management Coordinator
Mike Colling – Converse County Commissioner
Clint B. Becker – Converse County Sheriff
Kim Wright – CPL – Civil, Court Security, Transport
Adam Alvarado – Lieutenant, Detention
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 Chief Clerk
Jeff Hodge – Crook County Sheriff
Randy Gill – Facility Supervisor
Joe Baron – 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
Phil Holder – 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 Chief 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
Patrick LeBrun – Fremont County Attorney
JR Oakley – Fremont County Building Superintendent
Kathi Metzler – Fremont County Emergency Management Coordinator
Todd Byerly – 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 – Undersheriff
Shelly Kirchhefer – Emergency Management Coordinator/Grant Coordinator (SHSP)
Tony Richard – Maintenance Supervisor
Kenneth Brown – County Attorney
Kathy Rickard – District Court Clerk
Jesse Bowen – IT Department Supervisor
Cydney Sharp – County Attorney Asst.
Gail Babbit – District Court Judicial Assistant

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 Chief 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 Under Sheriff
Jake French – Captain/Jail Administrator
Rod Odenbach – Deputy/Bailiff
Tucker Ruby – County Attorney
William Edelman – District Court Judge
Shelley Cundiff – Circuit Court Judge
Paul G. Jarvis – Circuit Court Magistrate
Debra Vandel – District Court Clerk
Sylvia Mannering – Circuit Court Chief Clerk
Bob Perry – Johnson County Commissioner
Linda Greenough – Johnson County Commissioner
Bill Novotny – Johnson County Commissioner
Marilyn Connolly – Emergency Management

LARAMIE COUNTY

Denise Nau – Circuit Court Judge, Chairman
Steven K. Sharpe – District Court Judge
Amber Ash – Laramie County Commissioner
Mark Voss – 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
Harold Johnson – Cpl, Laramie County Sheriff's Department

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
Bob King – Lincoln County Commissioner
Debbie Larson – Lincoln County Assessor
Jeanne Wagner – Lincoln County Clerk
Jerry Greenfield – Lincoln County Treasurer
Ken Roberts – District Court Clerk
Kent Brown – Public Defender's Office
Destry Dearden – IT/GIS Dept.
Blaine Nelson – Deputy County Attorney
Matt Mochel – Maintenance

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

F. Scott Peasley – District Court Judge, Chairman
John Midkiff – Niobrara County Commissioner
Pat Wade – Niobrara County Commissioner
Kayla Courtright – District Court Clerk
Sarah Smith – Chief Circuit Court Clerk
Rick Zerbe – Niobrara County Sheriff
Becky Freeman – Niobrara County Clerk

PARK COUNTY

Scott Steward – Park County Sheriff, Chairman
William Simpson – District Court Judge
Bruce Waters – Circuit Court Judge
Bryan Skoric – Park County Attorney
Loren Grosskopf – Park County Commissioner Chairman

PLATTE COUNTY

Patrick Korell – District Court Judge, Chairman
Randal R. Arp – Circuit Court Judge
Scott Cole – Circuit Court Magistrate
Mona McAuley – District Court Clerk
Alanna Lee – Circuit Court Clerk
Clyde Harris – Platte County Sheriff
Terry Stevenson – Emergency Management Coordinator
Jim Dewitt – Maintenance Supervisor
Doug Weaver – Platte County Attorney
Chris Kanwischer – Platte County Clerk
Steve Shockley – Platte County Commissioner
Sandy Kontour – Platte County Commissioner
Eric Johnston – Platte County Commissioner
Lorna Douglas – Grant Coordinator
Pro River Tech – IT Management Company

SHERIDAN COUNTY

John J. Fenn – District Court Judge, Chairman
Allen Thompson – Sheridan County Sheriff
Steve Matheson – Courthouse Deputy
William Edelman – District Court Judge
Shelley Cundiff – Circuit Court Judge
Renee' Obermueller – County Commissioner Administrator Director
Mike Morris – Facilities Manager
Matt Redle – County Attorney
Ashton Hoyt – Detention Sergeant

SUBLETTE COUNTY

Curt A. Haws – Circuit Court Judge, Co-Chairman
Tyson Gulbrandson – Sergeant, Co-Chairman
David Burnett – Sublette County Commissioner
K. C. Lehr – Sublette County Sheriff
Mary Lankford – Sublette County Clerk
L. Jeness Saxton – Sublette County Assessor
Marv Tyler – District Court Judge
Janet Montgomery – Clerk of District Court
Mike Christie – IT Department
Andre' Irely – Maintenance Department

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 – Captain, Attendee
Brett Stokes – Captain, Attendee
David Johnson – Sergeant, Attendee

TETON COUNTY

Michael Crook – Corporal, Court Security, Chairman
Tim Day – District Court Judge
James Radda – Circuit Court Judge
Anne Sutton – District Court Clerk
Paul Vogelheim – Teton County Commissioner
Steve Weichman – Teton County Attorney
Paul Cote – County Facilities Manager
Todd Fletcher – County IT Manager

UINTA COUNTY

Joseph Bluemel – District Court Judge, Chairman
Michael Greer – Circuit Court Judge
Doug Matthews – Uinta County Sheriff
Loretta Howieson – Uinta County Attorney
Rowdy Dean – Chief Deputy Sheriff
Wendell Fraughton – Uinta County Commissioner
Terry Brimhall – Uinta County Treasurer
Amanda Hutchinson – Uinta County Clerk
Lori Perkins – Uinta County Assessor
Kerri Bumgardner – District Court Clerk
Clay Baird – Maintenance Supervisor
Kim West – Emergency Management
Dean Podzamsky -- Communications
Robby Day – Court Security
Kent Brown – Public Defender's Office

WASHAKIE COUNTY

Steve Rakness – Washakie County Sheriff, Chairman
Terry Wolf – Washakie County Commissioner
John Worrall – Washakie County Attorney
Robert Skar – District Court Judge
Tom Harrington – Circuit Court Judge
Tommy Rutherford – Detention Deputy
Jason Ysebaert – Detention Deputy
Tom Schmeltzer – County Maintenance Foreman

WESTON COUNTY

Michael Deegan – District Court Judge, Chairman

Matthew F. G. Castano – Circuit Court Judge

Brian Colvard – Weston County Sheriff

Dan Blakeman – County Administrator

Gidget Macke – District Court Clerk

Barb Munger – Chief Circuit Court Clerk

Marty Ertman – County Commissioner

Denise Bradshaw – Homeland Security

Bill Lambert – Chair, Board of County Commissioners, Ex-Officio Member

