

## **RISK MANAGEMENT COMMITTEE MINUTES**

COMMITTEE: RISK MANAGEMENT COMMITTEE  
DATE: THURSDAY, AUGUST 11, 2016  
TIME: 5:00 P.M.  
PLACE: COUNTY BOARD ROOM

### **CALL TO ORDER**

Chairperson Campbell called the meeting to order at 5:00 p.m. and read the agenda.

### **ROLL CALL**

Members Present: Campbell, Houle & Shaffer

Absent:

Others present: Paul Millan, Tammy Queen, Jason Theune, Charles Simono, Penny Carter, Jodi Traas (Aegis) & Nora Matuszewski

### **APPROVE AGENDA**

Motion by Houle to approve the agenda at the Chairman's discretion, seconded by Shaffer. All present voting AYE. Motion carried.

### **APPROVE MINUTES FROM THE JUNE 30, 2016 MEETING**

Motion by Shaffer to approve the minutes from the June 30, 2016 Risk Management meeting, seconded by Houle. All present voting AYE. Motion carried.

### **UPDATES ON PROGRESS OF PREVIOUS ISSUES THAT WERE TO BE ADDRESSED**

Alex Walrath had two price quotes for ½" Lexan and ¾" Lexan. The doors to the garage have been closed since the maintenance was asked to leave them closed. There was some discussion about a 3M film to be placed on the ½" Lexan to make it stronger because the price difference from the ½" to the ¾" Lexan was so substantial.

Motion by Houle to purchase ½" Lexan and 3M film to cover it to help make it bullet proof, second by Shaffer. All present voting AYE. Motion carried.

### **DISCUSSION ON NEXT ISSUES TO BE ADDRESSED**

The items to be addressed by the next meeting will be to get the Lexan and hardware ordered and installed. The clerk will talk to the Sheriff Department to set up a day to test all of the security hardware in the offices. Beginning October 1<sup>st</sup>, the courthouse will have only one door for Public access, it will be the North Annex, which is handicapped accessible. The clerk will talk to the Locksmith about putting a deadbolt on the Courtroom doors.

### **ADJOURNMENT**

There being no further business, motion by Shaffer to adjourn meeting and tour the courthouse with Jodi Traas, seconded by Houle. All present voting AYE. Motion carried. Meeting adjourned at 6:15 p.m. with next meeting set for September 22, 2016.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Risk Management meeting.