

DRAFT

COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
HEALTH, SAFETY & GROUNDS COMMITTEE
MINUTES

August 21, 2019

Meeting Called to Order by **Chairperson Gregory** at 12:09 p.m.

Members Present: Commissioners Mark Gregory, Jack Nehmer and Jim Custer

Members Absent: Commissioner Roger Elkins

Others: Maintenance Working Supervisor Brad Halladay, Sheriff Justin Halladay, Ed Williams (incoming appointed Sheriff) and County Coordinator Susan Vander Pol

Additions or Deletions: None.

Motion by Commissioner Nehmer, seconded by Commissioner Custer to approve the agenda. Motion was unanimously supported.

Public Comments - None.

Employee Comments - None.

Motion by Commissioner Nehmer, seconded by Commissioner Custer to approve the minutes of May 7, 2019. Motion was unanimously supported.

Addition on Main Courthouse – Brad Halladay provided information on the progress for the main courthouse entrance and electrical renovations for equipment installation. Discussion was held on expanding the video camera system to include the new entrance and hallway angles.

Security Equipment and Buildings – Susan Vander Pol provided an update on the schedule for delivery of the walk-through metal detector. Discussion was held on purchasing hand held metal detectors and applying for RAP grants through MMRMA for possible grant funding. Video systems will also be reviewed for purchase at the Commission on Aging locations. Brad Halladay will contact Brooks Security to explore video options that may work with the security systems installed. An x-ray machine may need to be purchased to work in conjunction with the walk-through security system.

Additional discussion was held on security options for the Annex and other county buildings. Items discussed were:

- Costs of necessary renovations for the Annex Building for security, such as installation of an elevator, upgrade of electric and heating/boiler systems, employee and public entrances.
- Security staffing and costs associated for personnel to provide security for the courts and building entrances. State Court Administrator's Office recommended court security for facilities.
- Maintenance staff expenses for maintaining older facilities and the original purpose of the facility (hospital) and challenges the building's structure and multiple entrances presents.
- Duplication of security services and operational costs in maintaining two court buildings and potential efficiencies that could be obtained from consolidating offices currently housed in two buildings into one new facility.

Security Services Bids – Justin Halladay and Susan Vander Pol provided an update on the bids received for security services. The bids are in process of being reviewed and a summary will be presented of the proposals. Ed Williams also provided some information on services he is familiar with. A recommendation is anticipated to be provided to the Board at the second meeting in September.

Health, Safety & Grounds Committee
August 21, 2019
Page 2

Security Processing and Use of Building Policies – Discussion was held on policies and procedures that will need to be developed that provides direction for employees and how the security screening process will be implemented. Other counties will be contacted to find out if they have building security, how their processes operate and to obtain sample policies. If the employees have a separate entrance from the general public, some building renovations may be required.

Board Comments – None.

Extended Public Comments – None.

Motion by Commissioner Nehmer, seconded by Commissioner Custer to adjourn at 1:43 p.m.

Respectfully submitted,

Handwritten signature of Susan M. VanderPol in black ink.

Osceola County Coordinator