

**Draft Minutes**  
**Court Security Committee**  
**May 12, 2010**

The Court Security Committee met on May 12, 2010 at Court Operations, 225 Spring Street, Wethersfield in conference room 4B.

Members in attendance: Hon. Barbara N. Bellis, Ms. Elizabeth Bickley, Mr. William H. Carbone, Hon. Patrick L. Carroll, Atty. Joseph D. D'Alesio, Atty. Elizabeth R. Duryea, Mr. John T. Edwards, Atty. Melissa A. Farley, Hon. Matthew E. Frechette, Ms. Jamey L. Harris, Ms. Diane Hatfield, Atty. Richard Loffredo, Atty. Michael Ruben Peck, Hon. Susan Reynolds, Ms. Carol Salisbury, Atty. Robin Smith, Hon. Gary J. White, Mr. Richard Zaharek, Atty. Jennifer L. Zito.

Also in attendance: Attorney Karen A. Berris, Attorney Denise Poncini, Mr. Dennis Roche, Attorney John Rossato.

The meeting was called to order at 2:10 PM by Judge Carroll.

1. Judge Carroll welcomed the members in attendance and requested the attendees to introduce themselves.
2. The minutes from the January 14, 2010 meeting were reviewed and unanimously approved.
3. Judge Carroll introduced Attorney Berris, Deputy Director of Jury Administration, to discuss the security of jurors entering and exiting the courthouse. Attorney Berris addressed some of the committee's previously raised questions surrounding juror security and recommended that she present the concerns raised to the Jury Committee of the Public Trust & Service Commission for further examination. It was suggested that the trial judges should be surveyed on what they hear from jurors on safety issues. Attorney D'Alesio also recommended including a jury component to the list of areas reviewed by the Court Observation team.
4. Judge Carroll introduced Attorney Richard Loffredo to discuss Judicial Marshal issues. The Committee on the Uniformity of Court Procedures referred to the Court Security Committee the recommendation of developing a uniform procedure to be followed for the screening of counsel and support staff for bringing equipment, files and exhibits into the courthouse. It was determined that the current form entitled "Request to Bring Audio/Visual Equipment into the Courthouse" will be amended to include exhibits. It was also determined that a list of questions should be developed that marshals should know the answers to.
5. Judge Carroll discussed the need for security inspections at all Judicial Branch facilities and proposed surveying various courts, agencies, etc. to identify issues at each facility. He will be seeking volunteers from the Security Committee to form a subcommittee to focus specifically on security inspections and development of a survey that the Administrative Judges and Chief Judicial Marshals can use when conducting inspections.

6. Attorney Richard Loffredo provided a brief update on the creation of the Visitor Policy Subcommittee. The subcommittee plans to have its recommendations for the full committee to review at the next meeting.

7. Judicial Marshal Services reported that they are working on a Critical Response Manual for Marshals that will include floor plans for all facilities within each Judicial District that will be available to first responders.

8. The next meeting of the committee will be scheduled in September or October 2010.

The meeting was adjourned at 2:38 PM.