COUNTY OF OSCEOLA  
BOARD OF COMMISSIONERS  
BUILDING, TECHNOLOGY & ECONOMIC DEVELOPMENT/PUBLIC SAFETY/ 
HEALTH & HUMAN SERVICES COMMITTEE  
MINUTES  

Wednesday, October 5, 2016

Meeting Called to Order by Chairperson Gregory at 12:36 p.m.

Members Present: Commissioners Mark Gregory, Roger Elkins and Jack Nehmer.

Others: Pete Carlson - Community Corrections, Paula Garver - Circuit Court Probation and Parole, Don LaBrenz II – Building Official, and Susan Vander Pol - County Coordinator.

Additions or Deletions to the Agenda - None.

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

Public Comments - None.

Employee Comments – Susan updated the Commissioners on an incident that occurred within one of the restrooms in the main courthouse.

Motion by Commissioner Nehmer, seconded by Commissioner Elkins to approve the minutes of July 19, 2016. Motion was unanimously supported.

Old Business:

Discuss Building Security
Commissioners Nehmer and Elkins updated the committee members on the visits with Mecosta and Lake counties to view their security. Education and training people in the building seem to be critical in providing security. The new telephone system could have a paging and security alert option. The location and functions of the various offices and courtrooms were discussed. The committee members and others present discussed items regarding building security and adding personnel to do the screenings.

Brief discussion was held on security for the service window for the Register of Deeds’ Office. Mrs. Crawford is out of town and the committee members asked for this to be discussed when she can attend along with the Maintenance Working Supervisor. Commissioner Gregory has met with the Register of Deeds.

Mr. LaBrenz II provided information on the north entrance of the main county building. He said there is enough room out front to put a vestibule with security and provide ingress and egress. The steps could be eliminated. The ramps would flow from either direction and provide an area to keep people out of the elements. The area downstairs is only 6 x 6 and only big enough for a vestibule. The Committee would like the Board of Commissioners to hire an architect/engineering firm to design the vestibule.

Brief discussion was held on the need to replace our county wide Centrex telephone system and potential enhancement of functions to include public address and security notification systems.
Discuss Future Use of Library Space at Annex Building.
Discussion was continued on renovating the space to provide additional security, a single public entrance, storage needs and lobby/waiting areas for people. Susan contacted the two architect/engineering firms the County has used for projects and they have expressed interest in working on this project. The Commissioners asked for further discussion on this be placed on the next Committee of the Whole agenda. They would like to further explore the following:

- Changing the east entrance at the Annex building to a public entrance
- Using the north entrance for only Probation and Parole department and Community Corrections functions
- South entrance designed as an employee entrance
- Renovation of space for a waiting area and storage
- Installation of an elevator.

Discussion was also held on changing restrooms from single sex to unisex facilities.

New Business: None.

Board Comments – None.

Extended Public Comments (Six Minute Limit) - None.

The meeting adjourned 1:30 p.m.

Respectfully submitted,

[Signature]

Susan M. Vander Pol
Osceola County Coordinator