

Public Service and Trust Commission
Juror Security Subcommittee Meeting Minutes

The meeting of the Juror Security Subcommittee was held at 10:00 a.m. on Thursday, June 9, 2016, in Conference Room 133 at 225 Spring Street, Wethersfield, CT.

Members Present: Esther Harris (Chair), Kevin Grosse, Jeffrey Getz, Denise Poncini, Roy Smith, Robin Smith, Richard Loffredo, Buffy Irizarry, Judge Brian Fischer and Carolina Marin.

Members Not Present: Melanie Kerr, Attorney Raymond Hassett, Richard Taddei, and Chief Ines Nieves.

The following issues were discussed by attendees:

1. Reviewed and approved minutes from 12/11/2015.
2. Reviewed the Juror Security Questionnaire Responses and concerns. Recommendations are as follows:
 - a. Re: Juror Parking Arrangements (pages 4-5)
 - i. For those courts with no Marshals posted – recommend a Marshal be posted at the garages owned by Judicial Branch for certain time frames, such as 7:30-10am.
 - b. Re: Arrival at Courthouse & Expedited Procedures (pages 7-9)
 - i. For those courts with no procedures in place to expedite jurors – recommend that they give jurors precedence to get into courthouse.
 - c. Re: Access to Jury Assembly Rooms, Restrooms & Smoking Areas (pages 11-13)
 - i. Courts should develop a check-in and check-out process for smoking and lunch breaks that are taken away from the jury area.
 - d. Re: Duress Alarms Use & Testing (pages 14-15)
 - i. Recommend that panic buttons be accessible to Jury Clerk at all times
 - ii. Recommend monthly testing of alarms
 - iii. Identify someone to be in charge of testing and battery upkeep
 - e. Re: Managing Jurors during Lunch Breaks (pages 15-16)
 - i. Keep juror badges visible during lunch in the building
 - ii. Jurors must be re-screened upon re-entry to the building
 - f. Re: Jury Trial Procedures (pages 16-17)
 - i. Recommend that during high risk or high profile trials, the Judge and/or Marshals decide whether an escort or extra security is necessary.
 - g. Re: Jurors' Exposure to Attorneys, Defendants, etc. (pages 19-20)
 - i. Recommend that courts develop their own written policy on what precautions to take to ensure exposure does not occur and to minimize exposure.
 - h. Orientation – What does it cover? (pages 20-21)
 - i. Recommend that Jury Clerks go over evacuation procedures during orientation at all courts, including demonstrating where exits are located.
 - i. Guilty Verdicts – Extra Security Measures (page 22)
 - i. Recommend that the Judge and/or Marshals decide whether extra security measures are necessary when a guilty verdict or a prison sentence is announced.
 - j. Re: Evacuations & Other Emergency Procedures (pages 18, 24-27)
 - i. Recommend that each court develop their own written policy specific to jurors during evacuations/emergencies.

- ii. Recommend a designated “safe zone” for jurors.
 - iii. Recommend each court to designate a staff member for Marshals to speak to, to account for jurors during evacuations/emergencies.
 - k. Re: Prior to Releasing – Additional Security Measures (pages 27-28)
 - i. Recommend that the Judge and Marshals works together to decide whether jurors need to be escorted to the parking garage.
 - l. Re: Guidance or Instructions Provided re: Speaking to Media:
 - i. Letter for jurors has already been drafted. After approval from larger Court Security Committee, this committee recommends that it be given to courts to distribute to jurors.
3. The meeting adjourned at 11:03 a.m.
4. The next meeting date will be emailed to members.

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