

Public Service and Trust Commission
Juror Security Subcommittee Meeting Minutes

The meeting of the Juror Security Subcommittee was held at 2:00 p.m. on Monday, June 23, 2014 in Conference Room 133 at 225 Spring Street, Wethersfield, CT.

Members Present: Esther Harris (Chair), Judge Brian Fischer, Melanie Kerr, Robin C. Smith, and Kimberly Symmes.

Members Not Present: Richard Loffredo, Ines Nieves, and Attorney Raymond Hassett.

The following issues were discussed by attendees:

- 1) Introduction of new members.
- 2) It was suggested that a Juror Security Manual be created that would include written information and policies that would cover jurors showing a form of identification, transportation to and from the courthouse. Securing parking lots until empty on a daily basis, procedures during alarms and fire drills, and responsibilities of TAC's and Marshals during the jury process.
- 3) The issue of jurors arriving to court early and having to wait outside, especially in winter, until the court opens was discussed.
- 4) There is a difference between civil and criminal with regards to security issues. There are more significant problems that arise with criminal. Those issues need to be clearly identified.
- 5) The procedure for contacting the court in emergency situations was discussed. Suggested that court give clear instructions in this type of situation.
- 6) Discussed conducting a quick survey with the Court Operations Assistants that are involved. This survey would collect issues and concerns regarding juror security. Suggested using regional jury meetings as an opportunity to take fifteen minutes to brainstorm ideas from those involved and bring that information to the next meeting.
- 7) Suggested developing a form letter that jurors would receive at the end of a trial, in addition to verbal recommendation from trial judges, reminding them that they do not have to speak to the media or defense attorneys if contacted after the trial.
- 8) Discussed adding jury clerk or court officer as a member.
- 9) Meeting adjourned at 3:13 p.m.
- 10) The next meeting will be scheduled after the Regional Jury Meetings (end of August) and before larger security meeting (September). This date, when scheduled, will be emailed to members.