A light gray map of the state of Texas is centered on the page. Overlaid on the map is a circular logo with a blue left half and a red right half, separated by a vertical white line. A white five-pointed star is positioned in the upper left quadrant of the circle. The words "COLLIN COUNTY" are written in a small, white, sans-serif font across the center of the circle. The text "Collin County Courthouse Security" is superimposed over the map and logo in a large, black, serif font.

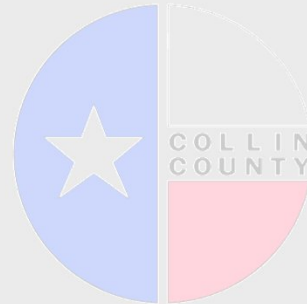
Collin County Courthouse Security

Courthouse Security Committee

- Purpose of the Courthouse Security Committee is to make recommendations to the County Administrator for the Commissioners Court's consideration on the security matters

Courthouse Security Committee

- Committee includes:
 - Sheriff's Office
 - Homeland Security
 - District Attorney
 - Facilities
 - Bailiffs
 - Administrative Judge,
County Courts
 - Administrative Judge,
District Courts
 - Constables
 - Information Technology
 - Purchasing
 - Budget



Courthouse Security

Subcommittee Projects

- Courthouse Security Policies & Procedures include:
 - Coordination between HLS, Sheriff's Office, DA's Office, Facilities, McKinney PD
 - Includes Hatchell Administration Building
 - Includes other county buildings with courts
 - Frisco JP Court
 - Wylie JP Court
 - Farmersville JP Court
 - 900 Building in Plano
 - Includes Active Shooter Plan, Evacuation, Shelter-In-Place, Medical Emergencies
 - Training for first responders and floor wardens
- Security Surveys of county facilities
- Floor Warden Training at Admin and Bloomdale on 5/16 and 9/27
- Floor Warden Training at 900/920 in Plano on 9/19 and 9/26

Courthouse Security Responsibility

§ 291.003. CONTROL OF COURTHOUSE.

The county sheriff shall have charge and control of the county courthouse, subject to the regulations of the commissioners court.

LOCAL GOVERNMENT CODE; SUBTITLE B. COUNTY PUBLIC BUILDINGS; CHAPTER 291. GENERAL BUILDING PROVISIONS AFFECTING COUNTIES

Courthouse Security Equipment & Capabilities Survey

- Four x-ray machines
- Peak Times
 - 7:30 a.m. to 9:30 a.m. due to jury duty and Attorney General
 - 1:30 p.m. to 4:00 p.m. depending on day's activities



Courthouse Security

Security Guard Duties

Bloomdale Courthouse

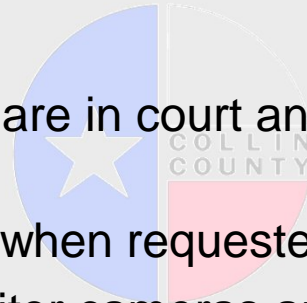
- **Beginning of Day**
 - Start X-ray machines (takes about 30 minutes to warm up)
 - Unlock attorney lounge, CSCD lobby doors, Courthouse doors by key
- **Run X-ray machines and magnetometers**
- **Check stairwells, stairwell exits, parking lots, judge entrance, other exits, dock area continuously throughout the day**
- **End of Day**
 - Secure lobby doors, attorney lounge, CSCD lobby doors
 - Check dock area, floors, stairwells, other exits
 - Allow in cleaning crews
- **Staff x-ray machines after-hours for occasional classes or meetings**
- **Final check of building at 10 p.m. for unauthorized persons and secure exits; note any persons staying past 10 p.m.**

Courthouse Security

Sheriff's Office Transfer Deputy Duties

Bloomdale Courthouse

- **Transfer Deputies:**
- Transport inmates to court.
- Provide security while inmates are in court and conduct observations of inmates
- Provide relief bailiffs for courts when requested.
- Operate control room and monitor cameras and security systems.
- Provide security for the central jury room on days when jurors are summoned.



Courthouse Security

Sheriff's Office Court Deputy Duties

Bloomdale Courthouse

- **Court Deputy:**

- Check and monitor security cameras.
- Maintain a visual on the Homeland Security checkpoint and act on any violations of law.
- Respond to locations within the courthouse when dispatched.
- Make arrest when necessary regarding wanted fugitives, disorderly people, and any other person who violates law in the courthouse or on the premise of the courthouse.
- Seize contraband and secure it properly.
- Monitor fire lanes to ensure they are clear of illegally parked vehicles which may hinder a safe evacuation.
- Make security rounds within the courthouse to ensure the integrity of the building.
- Make security rounds in the parking lots.
- Provide extra security when requested by the courts.

Courthouse Security

Security Guard Duties

Administration Building

- **Beginning of Day**
 - Walk-through of building (dock, basement, exit doors)
 - Unlock/open doors for motor vehicle registration office
 - Turn on door alarm computers/outside camera system
 - Patrol Hallways on basement/2nd floor levels and check offices
 - Walk parking lots
- **Mid-morning**
 - Monitor outside cameras, assist public, stand in front of building
 - Patrol all floors, walk parking lots, assist public
- **Lunchtime**
 - Patrol Hallways on basement/2nd floor levels, check offices, assist public
- **Afternoon**
 - Patrol all floors, check dock area, assist public, walk parking lots
- **4:30 p.m. lock doors for County Clerk's office**
 - Monitor front lobby, sweep entire building, ensure exit doors secured
- **Variably, extra walk-throughs of vehicle registration office and property tax office.**