Call to Order
The meeting was called to order by Lieutenant Governor Peggy Flanagan at 12:33 p.m.

Approval of Minutes
Lieutenant Governor Flanagan asked members if they had any corrections or edits to the August 14, 2019 meeting minutes. There were no corrections or edits. Senator Dibble made a motion to approve the August 14, 2019 meeting minutes, seconded by Representative Nash. There was no discussion and the motion prevailed by a vote of 5-0.

Update on Physical Security Project
Director Chris Guevin provided an update of the $10M bonding security upgrade project currently underway on the Capitol Complex. Director Guevin stated this was the $10M funding received back in 2018. We had originally asked for over $30M. The basic scope of the project includes new and/or hardened security kiosks around the Capitol complex, installs window protective measures for ballistics, provides additional card readers, additional cameras, parking security gates and hardening features around the building. The project is now 60-70 percent design complete. This package was designed so design and construction work can begin at the same time. The Work Package One design bids are being reviewed. That work package will contain the lab building, security kiosks there and the Centennial Office Building which is putting in a new security kiosk. It will include window protection for the other buildings which is also a part of the scope of that project. Department of Administration will receive bids, validate bids, and issue to subcontractors in March. Director Guevin should have some pictures of the progress of the work at the next meeting.

Although we are getting ready for construction, there is a lot of design work to do. They are getting ready for the second bid work package. That work will include the State Office Building kiosk work and the other work there, and the Minnesota History Center kiosk work as well as other items. Timeframes include a May timeframe for the State Office Building; a fall bid package for the Stassen Building, and for the Veterans Building we are looking at later in the summer. Director Guevin noted we have slipped a couple of months from what he mentioned last year due to working with the customers to get what they want and what will work for them. They have had several more meetings with customers and there have
been some compromises. Security is not cheap and there have been some instances where the customer has given up some things. The ultimate goal is to protect the people in the buildings, the assets and the buildings themselves.

We have put in a bonding request for the remainder of the funds. The request includes $27.8M which is $10.8M in general funds and $17M to continue to work on the bonded buildings. We are waiting to hear the disposition of the project and will know that once we hear what the Governor’s budget is. We recommend in the Advisory Committee on Capitol Area Security Report that the legislature fund the remainder of the funds that we are asking for in order to do the work from the study started back in 2012.

**Capitol Security Update**

Captain Eric Roeske discussed the creation of the new job reclassification that was recently completed for the Capitol Security Officers. The higher classification and better wages will help with the turnover they have been having with the Capitol Security Officers at the Capitol Complex. That change went through this past fall. The State Patrol began a hiring process for the Capitol Security Officers which they are going through now. They had 71 applicants that met the increased minimum qualifications and many that did not meet the increased minimum qualifications. There are nine current vacancies. They are also in the process of filling two trooper vacancies for the Capitol Complex. In regards to what Director Guevin discussed in terms of the physical security improvements, the State Patrol is assessing how those improvements will affect staffing commitments and levels presently and down the road.

A number of Capitol Security Officers, including Captain Roeske, and several Troopers attended training presented by the Department of Homeland Security on counter surveillance so all staff have gone through some form of counter surveillance suspicious activity detection training.

**Approval of Annual Report**

Lieutenant Governor Flanagan thanked Director Guevin and his team at the Department of Administration and Captain Roeske and his team at Capitol Security in getting the Advisory Committee on Capitol Area Security Report completed a week before deadline. Captain Roeske walked the committee and public through the report. He stated the report followed a similar format as the previous reports. Minnesota Statute requirements for the report, deadlines, recent changes in committee members and the purpose of the committee are listed in the report. A general overview of security in the Capitol Complex, emergency management services and staffing details are also discussed.

Director Guevin then reviewed the Recent Improvements in Security on Page 6. It mentions security needs for the Capitol and Senate Building that were incorporated during restoration and/or construction and are not part of the $10M general obligation. It lists projects completed in 2019 not tied to the project on the complex, e.g., the 67 additional security cameras. He noted there is a typo in the first bullet on Page 6: 67 additional card readers should read 67 additional security cameras. A new emergency intercom was put in by the Judicial Building and a new security desk at the Department of Administration that is part of the improvement project as discussed earlier. These initiatives are part of renovations or when the buildings were built; they are not part of the $10M general obligation.

Page 7 lists the Recommendations to the Legislature to include a request for $10.8M from the general fund be provided and $17M from the general obligation bonds to cover the cost of work and construction to complete all of the physical security upgrades to the Capitol Complex which was part of the 2012 study. It also explains that without that money, half of the Capitol Complex population will not have physical security improvements. Page 8 includes the Mission Statement from 2012.
Chief Justice Gildea noted that Page 4 had a typo (designating should be designing). On Page 7 in the Recommendations for Future Improvements, for transparency and for the purpose of the public, she suggested there should be an overt reference to the *Miller Dunwiddie Report* that started all of this. Chief Justice Gildea noted it would be good to remind everyone of that again. Director Guivens will add that reference.

Senator Dibble asked Director Guivens if the bullet points on Page 6 are not necessarily tied to the funding, should that be noted in the report? Director Guivens noted we could say that, in addition to, as there is one that is tied to the funding and that is the now completed Admin Security Desk. Director Guivens will craft that revision. Senator Dibble asked about the last bullet point which mentions the new job classification for the Capitol Complex Security Officers, and if that will include increasing the staffing complement. Captain Roeske noted that there are no new additional personnel. On Page 7, Senator Dibble stated that for different reasons the Andersen, Freeman, Retirement and Department of Transportation is funded through the trunk highway fund or cash. Should it be noted why an appropriation is needed in addition to bonding? This is for the benefit of the public and for our colleagues as to why we need more funds in addition to bonding and we should state why these buildings are not appropriate for this.

Rep. Winkler noted that the Mission Statement on Appendix A does not include the Senate Office Building and recommended the document be updated to include the Senate Building. Director Guevin did state that it was not listed because the Senate Building did not exist at the time the Mission Statement was completed, but that update will be noted in the report.

Lieutenant Governor Flanagan indicated that as a new committee this is an opportunity to revisit the Mission Statement in the future. Rep. Nash stated it would be a good opportunity to revisit all documents to confirm that the Senate Office Building is listed.

Lieutenant Governor Flanagan gave a quick summary of the changes to be incorporated into the report. Director Guivens noted he would also like to make a change from 70 percent to 60 percent design complete as that is a more accurate statement. Changes discussed will be incorporated into the report.

There was a motion made by Rep. Nash to accept the report as amended, seconded by Chief Justice Gildea. There was no discussion and the motion prevailed by a vote of 5-0.

**Public Comment**

Lieutenant Governor Flanagan opened the meeting for public comment. No members of the public stepped forward.

**Closing Comments**

Lieutenant Governor Flanagan noted the Advisory Committee on Capitol Area Security should meet four times per year. Watch your email for meeting availability.

**Adjournment**

Chief Justice Gildea made a motion to adjourn, seconded by Rep. Nash. The motion carried by a vote of 5-0 and the meeting was adjourned at 1:01 p.m.

Minutes recorded by Nancy Reissner