Advisory Committee on Capitol Area Security
Meeting Minutes
Monday, July 9, 2018
Minnesota Senate Building

Members present:
Lieutenant Governor Michelle Fischbach
Chief Justice Lorie Gildea
Senator Warren Limmer
Senator Scott Dibble
Representative Jim Nash

Advisors present:
Shelly Schrofer, Lt. Col., State Patrol
Bruce Brynell, Major, State Patrol
Eric Roeske, Captain, State Patrol
Chris Guevin, Facilities Management Director, DOA
Bob Meyerson, Sergeant-at-Arms, MN House
Sven Lindquist, Sergeant-at-Arms, MN Senate
Brian Pease, MN Historical Society
Troy Buhta, University of MN Police Department
Andy Landon, Target Corp.
Ty Sheridan, Ramsey County Sheriff's Office

Call to Order
The meeting was called to order by Lieutenant Governor Fischbach at 2:03 p.m. It was noted that Senator Dibble was present telephonically.

Approval of Minutes
Representative Nash moved approval of the January 3, 2018 meeting minutes. The motion was seconded by Chief Justice Gildea and a roll call vote was taken. The minutes were approved by a vote of 5-0.

Update on Bonding Request
Director Chris Guevin provided an update on the bonding request. The Committee recommended and the Governor requested a total of $33.5M for physical security upgrades on the Capitol Complex. This request was comprised of $24.4M for nine bonded buildings and $9.1M for four non-bonded buildings. The legislature provided $10M in bonded funds, and $0 in non-bonded funds. This means that no work will take place on non-bonded buildings. Director Guevin noted that the four non-bonded buildings make up over half of the population on the Capitol Complex.

Because only $10M of the $24.4M was approved for bonded buildings, decisions will need to be made on what projects move forward in which of these nine buildings. Predesign was configured in a manner that projects could be prioritized by security risk level, by building, and/or by type of work. Security risk levels were established with input from Capitol Security and all tenant security representatives. Risk levels were based on loss of life and damage to facility potential and took into account the population of employees, the volume of public access, the nature of business conducted in the building, as well as other factors.

The next step is to solicit a proposal to bring a consultant on board by mid-September. The consultant will consist of an architect, several engineers and a design sub-consultant. The goal is to bring the same design consultant back. The consultant will meet with Admin, DPS and tenant security representatives from each of the buildings and compile recommendations to move forward. A construction manager will be brought on board and will provide input to designers from a constructability standpoint. The target date for construction to begin is May 2019 and the target completion date is summer of 2020.

The bid process will be a competitive process. Vendors will be vetted and non-public information will be shared on a need-to-know basis. The design consultant will handle cyber security issues related to release of plans. Director Guevin and Representative Nash will connect to discuss issues related to cyber security.

There was discussion regarding the committee's desire to have input on the prioritization of projects to be funded with the $10M. The consultant will come back to this committee with a recommendation on priorities. Representative Nash requested a multi-level approach including recommendations for the $10M as well as secondary recommendations to move forward if additional funding is received. Director Guevin anticipated the consultant may have recommendations to bring to the committee in November. However, if a new consultant is brought on board, they will have a steep learning curve which may affect the timeline.

Everbridge Mass Notification System Update
Captain Roeske provided an update on the mass notification system. The system is up and running and Capitol Complex employees can self-register to receive notifications. Security contacts at the Capitol Complex agencies and branches of government were sent an email with a link to register. It was left up to individual agencies and branches of government to determine how they wish to roll it out internally. A test of the system was completed on April 12th and the system will be tested twice per year in conjunction with severe weather awareness week and fire prevention week. Currently approximately 1,049 of 9,400 employees on the Capitol Complex are registered.

Senator Limmer stated he was unaware the system was up and running and requested Captain Roeske to send copies of the announcement of this program to committee members so they can ensure legislative leaders are aware of it.

Public Comment
Lieutenant Governor Fischbach opened the meeting for public comment. No members of the public stepped forward.

Adjournment
Lieutenant Governor Fischbach adjourned the meeting at 2:43 p.m.

Minutes recorded by Angela Geraghty