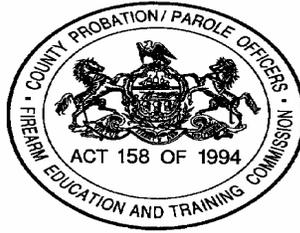


Members:

Larry J. Straitiff, Chairman
 Richard P. Campbell
 Jon E. Clark
 Marshall R. Davis
 James E. Gunderman
 John D. Holt
 Hon. Jolene Grubb Kopriva
 Hon. Nicholas P. Muller
 Clay R. Yeager



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April 29, 1997

The 16th meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 a.m. on April 29, 1997. The following members were present: Chairman Larry Straitiff, Richard P Campbell, John D. Holt, James Gunderman, Jon Clark, William F. Ward, and Chester A. Kope, Executive Director. The following guests were also present: William Erickson, Dave Crow, Jim Hines, Paula Vitz, Scott Roy, Esq., and Ronald Copenhaver.

I. Chairman Straitiff called the meeting to order. A quorum of members was established. A motion was made by Commissioner Clark to accept the January 21, 1997 meeting minutes and was seconded by Commissioner Campbell. The meeting minutes were unanimously approved by the Commissioners. A motion was made by Commissioner Holt to accept the March 18, 1997 meeting minutes and was seconded by Commissioner Ward. The meeting minutes were unanimously approved by the Commissioners.

II. COMMITTEE REPORTS

A. CURRICULUM

Chet Kope, Jim Hines, and Commissioner Clark gave an overview of the pilot of the Basic Firearms Training Program that was held on April 14-18, 1997 at the Emergency Services Center in Sharon Hill, PA. Twenty-five training slots were available for the pilot program; however, there were only 11 county officers that attended the pilot program. All the officers passed the training program. Student evaluations of the program were favorable and indicated that the pilot was a success. A lengthy discussion followed. Based on recommendations from the instructors that conducted the pilot firearm training program, the Commission decided to change the qualification course of fire and increase the number of rounds from 50 to 60 rounds. The Curriculum Committee will meet to prepare a new course of fire by April 7, 1997. It was also decided to change the order of the curriculum presentation and change the time for the written test from two hours to one.

The Commission decided to include the 380 caliber pistol with a decocking mechanism as one of the approved firearms. The student daily range reports will be continued to be used in the Basic Training Program and will be kept by the Commission in each of the officer's records. The letter that was sent to the Commission by Chief Kipp from Lehigh County was distributed to the Commissioners and discussed at the meeting. Commissioner Clark will respond to Chief Kipp thanking him for his comments.

The Commission began to discuss the purchase of hats and T-shirts for students completing the basic firearms training program. It was decided that the Commission would not purchase items for the students.

MOTION - Commissioner Clark made a motion to give the Executive Director the authority to approve the use of the Commission's logo on hats, T-shirts, and other items. It was seconded by Commissioner Holt. A vote to approve the motion was taken and unanimously approved by the Commission.

B. POLICY

Commissioner Campbell stated that the committee had nothing to report.

C. FINANCE

The Executive Director distributed the revenue reports showing a balance of \$170,048. Expenditure data was not available. Allegheny and Philadelphia counties are still not contributing to the fund.

The Commission discussed reimbursement of motel expenditures for students attending the Basic Training Program.

MOTION - Commissioner Holt made a motion to have the Executive Director develop a system to reimburse the counties for motel room expenditures at current State rates for officers attending the Commission's basic firearm training programs including the officers that attended the pilot program in Sharon Hill, PA. The motion was seconded by Commissioner Campbell. A vote was taken and unanimously approved by the Commissioners.

III. EXECUTIVE DIRECTOR'S REPORT

A copy of a waiver letter that will be sent to the counties was given to the Commissioners. A lengthy discussion followed. A list of tentative waiver testing sites was given to the Commissioners. The Commission decided that the firearms instructors conducting the waiver range exam must inspect all weapons and give the officers a range safety briefing prior to conducting the qualification course of fire.

In addition, the counties must have approval from the Commission to conduct the waiver range exam by completing a form that will be developed by the Executive Director. The firearms instructors conducting the waiver range exam will be required to certify each officer by completing a form that will be developed by the Executive Director.

The Executive Director will revise the waiver study guide and the written tests. The Commission discussed at length the need for administrative support, both clerical and professional, to assist the Executive Director in completing Commission projects. A motion was made to contract for assistance.

MOTION - Commissioner Clark made a motion to hire a person to assist the Executive Director in preparation of the Annual Report. The motion was seconded by Commissioner Holt. A vote was taken and unanimously approved by the Commission.

The Commission began to discuss the pilot and Basic Firearms Training Program. A lengthy discussion followed. It was decided to provide counsel with copies of the tests to review and comment.

Counsel stated that the Commission has until September 1, 1997 to complete the basic training and waiver testing.

Reimbursement for cost of ammunition was discussed. A motion was made by Commissioner Holt to reimburse the counties for the cost of ammunition.

MOTION - Commissioner Holt made a motion stating that the Commission pay for the ammunition that the counties will use at the basic training programs and waiver qualifications. The price for the ammunition will be based on the current State contract prices. The Commission would pay for only the rounds that were expended, up to 200 rounds for the waiver qualifications and up to 1000 rounds for the basic training. A vote was taken and unanimously approved by the Commission.

The commission directed the Executive Director to develop a method to reimburse the counties for the ammunition and motel expenditures.

There was no further business and the meeting was adjourned.