

Members:

Larry J. Straitiff, Chairman
Hon. Richard P. Campbell
Jon E. Clark
Marshall R. Davis
John D. Holt
Hon Jolene Grubb Kopriva
R. Scott Schlechter
Hon. William F. Ward
Clay R. Yeager



Chester A. Kope
3101 North Front Street
P.O. Box 1661
Harrisburg, PA 17105-1661
(717) 783-4692
FAX (717) 772-4375

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A meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 a.m. on January 20, 1998. The following members were present: Chairman Larry Straitiff, Jon E. Clark, Marshall R. Davis, John D. Holt, Jolene Grubb Kopriva, R. Scott Schlechter, William F. Ward, and Chester A. Kope, Executive Director. The following guests were also present: Ronald Copenhaver, K. Scott Roy, Esq. and Terry Davis, Chief Probation Officer in Dauphin County.

Chairman Straitiff welcomed R. Scott Schlechter to the Commission as a new Commission member. However, Commissioner Schlechter will not be able to vote on Commission business until he is officially sworn in.

I. Chairman Straitiff called the meeting to order. A quorum of members was established. Commissioner Ward moved to approve the minutes of November 18, 1997. Commissioner Kopriva seconded the motion. A vote was taken to accept the minutes as written and were unanimously approved by the Commissioners.

II. EXECUTIVE DIRECTOR'S REPORT

Mr. Kope discussed results of a survey that was sent to the counties to determine the number of officers that the Commission would need to train in calendar year 1998. Based on that survey the Commission would need to provide Basic Firearms Training to approximately 87 officers.

Mr. Kope presented a proposal to the Commissioners to change the Basic Training schedule. He proposed to start the training on Tuesday at 12:00 Noon and end on Thursday at approximately 12:00 Noon, and begin the range training on Tuesday at 8:30 A.M. of the following week and end on Friday at approximately 2:00 P.M. After a brief discussion the Commission gave their approval to accept the change.

Mr. Kope gave the Commissioners a draft of an Instructors' Guide for them to use to conduct requalifications. After a lengthy discussion a motion was made by Commissioner Kopriva to accept the guide and send it to the counties.

MOTION: I so move that we accept the Instructors' Guide with the recommended changes/additions and send it to the counties for their use in conducting the range requalifications. Commissioner Holt seconded the motion. A vote was taken and unanimously approved by the Commissioners.

Terry Davis, as President of the Chiefs' Association, was given some time to address the Commission. He expressed his displeasure with the Commission and that it was his opinion that the Commission was treating county probation officers like high school students and not as professionals. After a lengthy discussion Chairman Straitiff suggested that Mr. Davis, as President of the Chiefs' Association, solicit the Chiefs' input regarding his concerns and present it to the Commission.

A cost summary of the ammunition used by counties was given to the Commissioners and discussed. It was decided that a second column would be added to the ammunition reimbursement claim form to pay for practice ammunition.

Mr. Kope indicated that Mr. Bob Reiber from the Pennsylvania Board of Probation and Parole was developing a computer data base that would provide needed information regarding officer certifications, recertifications, in-service trainings attended, and other information.

Chairman Straitiff wanted to know if we had obtained any clerical support. Mr. Kope explained that he hired Ms. Anastasia Koufos and she stated work today as a limited term clerk typist. Chairman Straitiff then asked Commissioner Ward if he received his letter regarding permanent staff. Chairman Ward stated that he received the letter and forwarded it to his Director of Management Services. After a lengthy discussion regarding permanent clerical support and adding a curriculum writer, Commissioner Ward recommended that the Commission wait until the budget period in September and submit a supplemental appropriation request to increase the complement.

The annual report was discussed and Commissioner Kopriva made a motion to accept the final draft and mail it to the appropriate agencies.

MOTION: I so move that we accept the annual report as written and send it to the appropriate agencies. The motion was seconded by Commissioner Holt. A vote was taken and unanimously approved by the Commissioners.

Chairman Straitiff recommended that the Commission develop a quarterly Newsletter so we can keep the counties and other interested parties informed of Commission business. Chairman Straitiff directed Mr. Kope to prepare a initial draft Newsletter and submit it to Commissioner Ward and him for review and comment.

Chairman Straitiff requested an update regarding the instructor scholarship program. After a brief discussion it was decided that Mr. Kope would contact the State Police Training Academy to determine if we could have them conduct an instructors' class just for probation officers. In addition, the Commission would work with the Board in an attempt to conduct the class for both county and state probation/parole officers. Commissioner Davis made the following motion regarding the amount of time the Commission would like a certified instructor to assist the Commission, once they have completed the instructors' training program.

MOTION: I so move that any county officer that has completed the Commission's certified firearms instructors' scholarship program would be requested to assist the Commission for up to six days over a two day period, if needed. The motion was seconded by Commissioner Kopriva. A vote was taken and unanimously approved by the Commissioners.

Mr. Kope stated that some of the Board Certified Firearms Instructors that have assisted the Commission in conducting the Basic Firearms Training sessions have accrued several hours of overtime. Since the Board has paid their salaries and travel expenditures it would be appropriate for the Commission to pick up the overtime expenditures for any of the Board instructors that assist the Commission. Commissioner Holt made a motion to pay overtime expenditures for the Board Instructors.

MOTION: I so move that the Commission pay for the overtime expenditures that the Board Certified Firearms instructors may incur while assisting the Commission in their training activities. The motion was seconded by Commissioner Kopriva. A vote was taken and approved by the Commissioners with Commissioner Ward abstaining.

Chairman Straitiff began to discuss recertification and what would be required when officers failed to recertify during the specified period. After a lengthy discussion Commissioner Kopriva made the following motion.

MOTION: I so move that the county probation/parole officers will be given two options to regain their certification if they do not complete their certification between April 1, 1998 and October 31, 1998. Option 1 - take the complete Basic Firearms Training Course or Option 2 - take a written test, a range test, and the next in-service training.

III. COMMITTEE REPORTS

A. CURRICULUM

Commissioner Clark stated that he lost two of his staff that assisted in developing the training manuals and has not had the time to devote to up-dating the manuals. In addition, we will need to develop a Request For Proposal (RFP) to provide in-service training in calendar year 1999. He will work with Mr. Kope in preparing the RFP.

B. POLICY

Chairman Straitiff and Marshall Davis will get together and prepare a draft policy and will send it to all the Chiefs for review and comment.

C. FINANCE

Mr. Kope discussed the collections report received from the Department of Revenue that lists the counties and shows the funds they have collected from December 1996 to November 1997. In addition, the revenue and expenditure report as of January 12, 1998 was discussed. The report disclosed a current balance of \$289,873.04.

IV. NEW BUSINESS

The Commissioners discussed the draft of the new Basic Training Application for 1998 and approved its use.

Commissioner Holt made a motion to approve the purchase of a video camera so Mr. Kope could video tape the training session. The motion was seconded by Commissioner Kopriva. After a brief discussion the motion was withdrawn. Commissioner Clark made a motion to authorize the Executive Director to develop a contract to have the Commonwealth Media Services or another service video tape the training sessions.

MOTION: I so move that we authorize the Executive Director to develop a contract to have the Commonwealth Media Services or another service video tape the training sessions. The motion was seconded by Commissioner Kopriva. A vote was taken and unanimously approved by the Commissioners.

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. PUBLIC COMMENT AND QUESTIONS

Mr. Terry Davis, President of the Chiefs' Association, was given time to express his opinion regarding what was wrong with the Commission and the program.

VII. LEGAL ISSUES

There were no legal issues.

There being no further business the meeting was adjourned.