

Members:

Larry J. Straitiff, Chairman
Jon E. Clark
Marshall R. Davis
William R. Erickson, Jr.
R. Scott Schlechter
Keith B. Snyder
Hon. William F. Ward
(Vacant)
(Vacant)



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November 17, 1998

A meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 AM on November 17, 1998 at the Holiday Inn in Altoona, PA. The following members were present:

Larry Straitiff, Chairman	K. Scott Roy, Legal Advisor
William R. Erickson, Jr.	Ronald E. Copenhaver, (PBPP)
Marshall R. Davis	A. Gary Scicchitano, (PBPP)
R. Scott Schlechter	Paula Vitz, (Governor's Office)
Keith B. Snyder	Robert Repard, (Tioga County)
Chester A. Kope, Executive Director	Paul Foltz, (Erie County)

- I.** Chairman Straitiff called the meeting to order. Chairman Straitiff requested that a motion be made to accept the minutes from the September 22, 1998 meeting.

MOTION: A motion was made by Commissioner Snyder to accept the minutes of September 22, 1998. Commissioner Erickson seconded the motion. A vote was taken and the minutes were unanimously approved by the Commission.

II. COMMITTEE REPORTS

• CURRICULUM

Commissioner Schlechter and Commissioner Erickson discussed the following In-Service (Continuing Education) courses that the Curriculum Committee would like the Commission to conduct for the counties in 1999-2000.

<u>COURSE</u>	<u>LENGTH</u>	<u>TYPE OF INSTRUCTION</u>
101 Qualifications	4 Hours	Range (Locally)
102 Use Of Force	2 Hours	Classroom
103 Firearms Familiarization	2 Hours	Classroom
104 Firearms Clean./Maint.	2 Hours	Range
201 Street - Survival Mindset	2 Hours	Classroom
202 Cover and Concealment	2 Hours	Range
203 Immediate Action Drills	2 Hours	Range
301 Simunition Exercises	8 Hours	Range

After a lengthy discussion Chairman Straitiff directed the Curriculum Committee to continue working on the proposed training. In addition, the Commissioners decided to do the following:

1. To conduct Tactical Training using Simunition Ammunition and Equipment. The Commission will purchase enough Simunition Equipment to outfit 10 officers. Commissioner Schlechter agreed to develop the training module and coordinate the training using the estimated 50 County Adult and Juvenile Probation Officers that are approved Simunition trainers. The cost for 10 Simunition outfits is approximately \$250 each, 10 used revolvers approximately \$250 each. In addition, the Simunition (ammunition) is approximately \$15 per box.
2. Develop a two hour Use of Force training module. K. Scott Roy agreed to develop a canned training module with the help of the Commissioners. The module will be video taped. The two hour video tape will be used to train the county officers.
3. Develop an RFP directing the vendor to develop the curriculum and present course modules 201, 202, 203.
4. Range Qualification will continue to be conducted locally.
5. The Curriculum Committee will continue to develop the other training modules.

MOTION: Commissioner Snyder made a motion to direct the Executive Director to develop an RFP for the development and presentation of three training modules, (201)

Street Survival Mindset, (202) Cover and Concealment, and (203) Immediate Action Drills. The RFP would state that the training should begin in year 1999. The motion was seconded by Commissioner Erickson and unanimously approved by the Commissioners.

- **POLICY**

Chairman Straitiff presented the final version of the Operational Policy to the Commissioners. After a brief discussion a motion was made to accept the policy.

MOTION: Commissioner Snyder made a motion to adopt the entire Operational Policy as amended. The motion was seconded by Commissioner Erickson. A vote was taken and was unanimously approved by the Commissioners.

The Commissioners agreed to publish the Operational Policy and the attachments after the January 1999 meeting. Mr. Scicchitano stated that the Pennsylvania Department of Transportation has a print shop located in our building and the Commission could get them to print the policy and attachments.

The Commissioners agreed to discuss the mandated oversight policy for range requalifications at the January 26, 1999 Commission meeting.

The Commission held a lengthy discussion in response to requests from two County Chiefs to permit the counties to conduct the Commission's Basic Firearms Training program locally. In addition, the Commission discussed the possibility of including the Basic Firearms Training Program in with the Board of Probation and Parole's quarterly training program.

- **FINANCE**

Mr. Kope reviewed the latest financial report with the Commissioners. The report disclosed a balance of \$410,646.63. Monthly revenues received averaged \$27,000.

IV. EXECUTIVE DIRECTOR'S UPDATE

Firearms Instructor Scholarship Program: Mr. Kope explained that in April 1998 he contacted the Pennsylvania State Police to request that they conduct a special certified firearms instructor school for approximately 20 to 30 county probation and parole officers. He was told by the officer in charge of the PSP Firearms Unit that there should not be a problem and was told to call him in July 1998. When Mr. Kope called back in July 1998, he was told that they could conduct a class for the Commission in April 1999 and to contact them in October 1998 to make final arrangements. When Mr. Kope called back in October 1998 he was told that they could not run a class for the Commission because they had a full schedule. After a brief discussion, Ms. Paula Vitz requested Mr. Kope send her the information and she would look into it for the Commission.

Mr. Kope presented the Commission with three names of County Probation Officers that requested to be included on the Commission's Certified Firearms Instructor list. They are Jeffery Lewandowski from Crawford County, Michael Ott from Lehigh County, and Neil Stefanisko from Schuylkill County.

MOTION: Commissioner Erickson made a motion to add the three officers to the Commission's Certified Firearms Instructor List. The motion was seconded by Commissioner Schlechter. A vote was taken and unanimously approved by the Commissioners.

The Commissioners discussed the 1999 Commission meeting schedule. They scheduled the first meeting for January 26, 1999 and will schedule the remaining meetings for 1999 in January. Mr. Scicchitano recommended the Commission consider holding the January 26, 1999 meeting at the PBPP office.

Mr. Kope presented the Commissioners with the letter he received from the President Judge in Philadelphia requesting the Commission provide firearms training to his Warrant Unit officers. Approximately 50 officers are in this unit. After a lengthy discussion, Chairman Straitiff directed Mr. Kope to send a letter to the President Judge requesting a meeting. The Commissioners agreed that K. Scott Roy, John Clark, and Mr. Kope would represent the Commission at this meeting.

Mr. Kope presented the Commission with a letter received from Mr. Robert Daugherty in Venango County requesting a waiver from taking the Basic Firearms Training Course. Mr. Daugherty was requesting the exception because the Commission signed the agreement with Venango County after the waiver process ended and they did not have the opportunity to participate. After a lengthy discussion, the request was chaired and will be decided at the January 26, 1999 meeting.

Mr. Kope gave the Commissioners a copy of an application that he prepared for the officers applying to take the instructor school and requested that they review the application for the next meeting.

VI. NEW BUSINESS

There was no new business.

VII. LEGAL ISSUES

There were no legal issues.

VIII. PUBLIC COMMENT AND QUESTIONS

There were no public comments or questions.

IX. ADJOURN MEETING

MOTION: There being no further business a motion was made to adjourn the meeting by Chairman Straitiff. The motion was seconded by Commissioner Snyder.