

Members:

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



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January 26, 1999

A meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 AM on January 26, 1999 at the Best Western Inn in Middletown, PA. The following Commission members and guests were present:

Larry J. Straitiff, Chairman
Hon. Lawrence F. Clark
William R. Erickson Jr.
Marshall R. Davis
R. Scott Schlechter
Keith B. Snyder

Chester A. Kope, Executive Director
K. Scott Roy, Legal Advisor
Ronald E. Copenhaver, Administrative Advisor
Robert Repard, (Guest from Tioga County)
Erik D. Christensen, (Guest from Erie County)

I. Chairman Straitiff called the meeting to order. Chairman Straitiff requested that a motion be made to accept the minutes from the November 17, 1998 meeting.

MOTION: A motion was made by Commissioner Davis to accept the minutes of November 17, 1998, with the correction reflecting that he was not present at the November meeting. Commissioner Erickson seconded the motion. A vote was taken and the minutes were approved by the Commission. Commissioner Lawrence Clark abstained on the vote to accept the minutes.

II. COMMITTEE REPORTS

- **CURRICULUM**

Commissioner Schlechter gave a brief overview of the Curriculum Committee's in-service training plans. Commissioner Schlechter also gave the Commissioners a handout detailing the cost of purchasing equipment that would be need to conduct Simunition in-service training. The Commissioners discussed purchasing new Simunition outfits versus using donated or used equipment. They also discussed where the simunition equipment would be stored, sites that would be available to conduct the training, and cost and storage of the simunition ammunition.

Commissioner Schlechter suggested that the Commission consider contracting with Mr. John Desmedt to provide Certified Firearms Instructor training to the county probation and parole officers using his Protective Safety Systems. The training would cost \$450 per person for a minimum of 20 officers for a total cost of \$9,000. This figure does not include the cost of lodging and ammunition. After a lengthy discussion the following motions were made by Commissioner Davis and Commissioner Schlechter.

MOTION: Commissioner Davis made a motion to authorize the Executive Director to purchase the simunition equipment listed including holsters. Commissioner Clark seconded the motion. A vote was taken and unanimously approved by the Commission.

MOTION: Commissioner Schlechter made a motion to authorize Mr. Kope to look for firearms training schools that can provide certified firearms instructor training that contain the same training elements that are in the Protective Safety Systems Training course. The motion was seconded by Commissioner Clark. A vote was taken and unanimously approved by the Commission.

After further discussion regarding the Protective Safety Systems instructor training course the following motion was made.

MOTION: Commissioner Clark made a motion to authorize Mr. Kope to contract with the vendor, in conformance with Commonwealth purchasing regulations, to provide the Protective Safety Systems training course for 20 officers at a total cost of \$9,000. The motion was seconded by Commissioner Schlechter. A vote was taken and was unanimously approved by the Commission.

There was a lengthy discussion regarding 1) the lack of county certified firearms instructors for training and 2) the possibility of hiring more instructors.

- **POLICY**

Chairman Straitiff discussed the Officer Code of Conduct policy that he developed for the Curriculum Committee. After a lengthy discussion Commissioner Davis made the following motion.

MOTION: Commissioner Davis made a motion to approve the Code of Conduct as amended. Commissioner Straitiff seconded the motion. A vote was taken and was unanimously approved by the Commissioners.

- **FINANCE**

Mr. Kope gave the Commissioners copies of the latest financial statements showing that the Commission has a balance of \$427,493. Mr. Kope also gave the Commissioners a copy of the new Commonwealth lodging reimbursement rates. After a brief discussion Commissioner Clark made the following motion.

MOTION: Commissioner Clark made a motion that the Commission increase their hotel lodging reimbursement rates to pay up to \$50 per person in urban areas and up to \$40 per person in rural areas. The motion was seconded by Chairman Straitiff. A vote was taken and unanimously approved by the Commission.

Mr. Roy said an audit is currently being conducted at the Board of Probation and Parole and it includes the Commission. It is nearly completed and there is a good indication that there are no problems.

III. EXECUTIVE DIRECTOR'S REPORT

Mr. Kope gave the Commissioners a copy of a calendar and the following dates were established for Commission meetings in 1999:

March 23, 1999 @ State College

May 25, 1999 @ Harrisburg

July 20, 1999 @ State College

September 21, 1999 @ Harrisburg

Mr. Kope said that the request to prepare an RFP was sent to the Department of General Services for approval in December 1998. He also gave the Commissioners a copy of the RFP process that

outlines the steps that need to be completed to prepare and finalize an RFP. Mr. Kope explained that the FRP for the in-service training might not be ready to start the in-service training this year.

Mr. Kope gave the Commissioners a copy of the Basic Firearms Training schedule that he established for 1999. After a lengthy discussion regarding the need for certified firearms instructors to assist with the Basic Training, the following motion was made.

MOTION: Commissioner Straitiff made a motion to accept the Basic Firearms Training dates that Mr. Kope established. Commissioner Schlechter seconded the motion. A vote was taken and unanimously approved by the Commission.

MOTION: commissioner Schlechter made a motion stating that as of this date counties that conducted requalifications using an in-house Commission approved Certified Firearms Instructor (CFI) and a Commission approved observer during the initial year may conduct requalifications in subsequent years without using a CFI observer. However, in order for the training to be considered for recertification by the Commission, the instructors must sign a statement attesting to the fact that the instruction was conducted in accordance with the Commission curriculum. The Chief County Probation Officer must also counter-sign the statement attesting that the training was conducted in accordance with the Commission curriculum. Furthermore, the course of instruction shall be subject to periodic inspection and audit by representatives of the Commission in accordance with procedure to be developed by the Commission. Commissioner Erickson seconded the motion. A vote was taken and unanimously approved by the Commission.

Mr. Kope stated that the written test we are currently using for basic training is two years old and should be revised. The commissioners discussed the tests and Mr. Roy volunteered to write the questions for the legal portion and Commissioner Erickson and Schlechter will write the remaining questions.

Mr. Kope also suggested that instead of showing the movie on How to Make Firearms Safe that we use confiscated firearms that have been rendered harmless. Commissioner Clark stated that wer would need to write a letter to the Court of Common Pleas requesting permission to use confiscated firearms and give the reason for the request. The firearms would remain the property of the county and be stored in the county.

The commissioners discussed the request for a waiver from taking the Basic Firearms Training that was submitted by Mr. Robert E. Daugherty, the Director of the Intermediate Punishment unit in Venango County. After a brief discussion, the following motion was made to deny the request.

MOTION: Commissioner Davis made a motion to deny Mr. Daugherty's request for a waiver from taking the Basic Firearms Training. The motion was seconded by Commissioner Snyder. A vote was taken and approved by the Commission with Commissioner Clark abstaining and Chairman Straitiff voting against the motion.

IV. OLD BUSINESS

There was no old business.

V. NEW BUSINESS

There was no new business.

VI. 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 Schlechter.