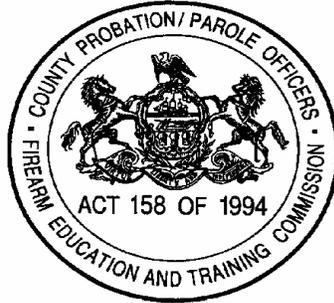


Members:

Larry J. Straitiff, Chairman
Robert Billingsley
Hon. Lawrence F. Clark Jr.
Marshall R. Davis
William R. Erickson Jr.
Lieut. David Howells
R. Scott Schlechter
Keith B. Snyder
Hon. William F. Ward



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March 21, 2000
REVISED

A meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 AM on March 21, 2000 at the Ramada Inn in State College, PA. The following Commission members and guests were present:

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

Chester A. Kope, Executive Director
K. Scott Roy, Legal Advisor
Ron Copenhaver, Administrative Advisor
Gary Scicchitano (PBPP)
Erik Christensen (Guest from Erie County)
Paul Foltz (Guest from Erie County)
Michael J. Guido (Guest from Cumberland County)
Robert Repard (Guest from Tioga County)
Rusty Duncan (Guest from Westmoreland County)

I. Chairman Straitiff called the meeting to order. Chairman Straitiff requested that a motion be made to accept the minutes from the January 18, 2000 meeting.

MOTION: A motion was made by Commissioner Schlechter to accept the minutes of January 18, 2000. Commissioner Snyder seconded the motion. A vote was taken and the Commission approved the minutes. Commissioners Billingsley, Clark, and Ward abstained.

II. EXECUTIVE DIRECTOR'S UPDATE:

Mr. Kope informed the Commissioners that he had to cancel the Basic Firearms Training Class scheduled for August 8-11, 2000 at the Allegheny Police Academy in Pittsburgh, PA because they scheduled a police training class on the August dates. He tentatively rescheduled the training to be held on November 14-17, 2000 at the Allegheny Police Academy. Mr. Kope gave a brief status of the Basic Firearms Training Classes that are scheduled in calendar year 2000.

Mr. Kope gave the Commissioners a copy of the revised Range Safety Rules for review and comment. After a brief discussion a motion was made by Commissioner Ward to adopt the revised Range Safety Rules.

MOTION: A motion was made by Commissioner Ward to accept the revised Range Safety Rules as amended. Commissioner Schlechter seconded the motion. A vote was taken and unanimously approved by the Commission.

As directed by the Commissioners at the January 18, 2000 Commission meeting, Mr. Kope gave the Commissioners a copy of the revisions that he was directed to make to the instructions that explain how the instructors are to compute the aggregate score when the officer failed on the first attempt to shoot and pass the qualification course of fire. After a brief discussion, Commissioner Clark made a motion to accept the revisions.

MOTION: A motion was made by Commissioner Clark to adopt the defensive firing course instructions. Commissioner Davis seconded the motion. A vote was taken and unanimously approved by the Commission.

Mr. Kope handed out a current copy of the Commission's Certified Firearms Instructor list and recommended that the Commission approve the list that includes Mr. Arthur Weitoish from the PBPP and Ms. Charlene Hasbrouck from Pike County.

MOTION: A motion was made by Commissioner Ward to approve the new list of certified firearms instructors. Commissioner Schlechter seconded the motion. A vote was taken and unanimously approved by the Commission.

Mr. Kope explained to the Commissioners that the new DGS contract for ammunition includes a list of vendors that have been contacted by the Commonwealth to supply ammunition; however, the contract does not show the type or cost of the various types of ammunition. Vendors must be contacted to request a copy of their catalog.

Mr. Kope asked the Commissioners if they had prepared anything for inclusion in the 1998-1999 Annual Report. He stated that any information that they would like to include in the annual report should be from the period of July 1, 1998 to June 30, 1999 and they could refer to the meeting minutes during that period. Commissioner Clark stated that he would like to prepare a case scenario that would include taking a county (Dauphin) that never carried, from the inception through the whole process and their interaction with the Commission. After a brief discussion, it was decided that the Commissioners would send information to Mr. Kope for inclusion in the annual report prior to the next Commission meeting scheduled for May 16, 2000 in Harrisburg, PA.

Mr. Kope told the Commissioners that there is a good possibility that he may be on extended sick leave for a period of six to eight weeks. Because of the upcoming Basic Firearms Training Classes and the annual requalifications he was concerned that there would be no coverage in the office. He stated that the Commission received permission to hire a Temporary Administrative Officer I and that the position expires on September 30, 2000. Mr. Scicchitano explained that the position will probably be renewed each fiscal year and will be renewed until such time that there would be no funds available to pay for the position. Commissioner Snyder wanted to know what the rationale was behind it to make it a temporary position in the first place. Mr. Scicchitano said that he believes that they did not believe that there was sufficient funding to continue it as a permanent position. There was a brief discussion regarding funding and the tasks that need to be completed over the next six to eight weeks: i.e. Basic Training, Annual Requalification, In-service Training RFP, etc. Mr. Scicchitano stated that he might be able to provide some limited support; however, he is currently down two positions.

Mr. Kope stated that the RFP Evaluation Committee for the In-Service Firearms Training held a meeting on March 10, 2000. The committee chose a vendor and he submitted a letter to the

fiscal division with the committee's recommendation. However, at this time he cannot say who they recommended until the vendor receives the official word.

Mr. Kope said that he received a telephone call from Mr. Edward Burnley, the Managing Instructor of the Warrant Unit in Philadelphia. Mr. Burnley stated that the President Judge received our Annual Report and directed him to contact us again, regarding the Commission providing firearms training to their warrant officers. Mr. Kope said that he explained to Mr. Burnley that after the Commission received the letter from the president judge on October 5, 1998 that he sent a letter to the president judge stating that the Commissioners would like to schedule a meeting with him or representatives of the court to discuss his request. At the request of Mr. Burnley, Mr. Kope said that he faxed copies of the president judge's letter and the Commission's response on February 16, 2000. During the course of their telephone conversation Mr. Burnley stated that there is some proposed legislation in Harrisburg to grant the warrant officers' peace officer status.

After a lengthy discussion, Chairman Straitiff directed the Executive Director along with Chief Counsel to prepare a letter to the point of contact in Philadelphia summarizing our position. The letter should state that at the current time they do not fall within the definition as county probation and parole officer as defined by the Act. However, the Commission would be more than willing to meet with them.

III. COMMITTEE REPORTS:

- **POLICY**

Chairman Straitiff presented the Commissioners with a copy of the proposed changes to the Commission Operational Policy that he and Commissioner Davis prepared. Chairman Straitiff read the proposed changes to Part 1, Section E. There was a lengthy discussion regarding the proposed policy changes

MOTION: Commissioner Davis made a motion to accept the proposed changes to the Commission Operational Policy Part I, Section E, as amended. Commissioner Clark seconded the motion. A vote was taken and unanimously approved by the Commission.

Chairman Straitiff read the proposed changes to the Commission Operation Policy Part III, Section D. The Commissioners held a brief discussion.

MOTION: Commissioner Clark made a motion to accept the proposed changes to the Commission Operational Policy Part III, Section D. Commissioner Billingsley seconded the motion. A vote was taken and unanimously approved by the Commission.

- **CURRICULUM**

Commissioner Schlechter stated that Committee has been working on the range drills and it is about 95% complete. He also wanted to thank all the Committee members for assisting in

developing the new drills. The Committee plans to test the new drills at the 14th Basic Firearms Training Academy in April 2000. When that is complete, they will make any necessary changes then present it to the Commission for approval. They then plan to provide a Train the Trainers program to all the Commission Certified Instructors so they have an understanding of how it is to be presented. In addition, the Committee also prepared a new 75 question written examination for the Basic Training Academy.

Commissioner Schlechter stated that the Curriculum Committee should also review the current qualification course of fire. After a brief discussion Commissioner Clark made a motion.

MOTION – Commissioner Clark made a motion that the Curriculum Committee be authorized to reevaluate and access the current qualification course of fire and bring back a recommendation to the Commission. Commissioner Schlechter seconded the motion. A vote was taken and unanimously approved by the Commission.

FINANCIAL

The current balance as shown on the monthly financial statement is \$618,446.58. The Commission held a brief discussion regarding current and future expenditures.

Commissioner Snyder stated that if it looks like the money is starting to decrease he would not be opposed to taking a look at drawing funds from the juvenile system.

Mr. Kope made a few brief comments regarding the financial statement and asked the Commissioners to approve the statement.

MOTION: A motion was made by Commissioner Schlechter to accept the financial statement. Commissioner Erickson seconded the motion. A vote was taken and unanimously approved by the Commission.

VI. LEGAL ISSUES:

There were no legal issues.

VII. NEW BUSINESS:

Mr. Kope mentioned that Mr. Mike Guido from Cumberland County had mentioned to him that he approached the county and they may be willing to donate county land to build a firing range. Mr. Guido stated that the County Commissioners would like something presented to them as to what would be needed to build a range. Mr. Kope stated that the NRA was going to hold a training conference in Hershey, PA regarding range development and operation. The Commission held a brief discussion regarding county ranges. Chairman Straitiff stated that he would entertain a motion to send up to three people to the NRA training conference.

MOTION: Commissioner Davis made a motion that the Commission sponsor and pay for up to three persons, and approved by the Executive Director, to attend the NRA range development and operation school in Hershey, PA. Commissioner Ward seconded the motion. A vote was taken and unanimously approved by the Commission.

Commissioner Schlechter said that the volunteer instructors that are teaching our Basic Training classes normally are not reimbursed for their travel expenses for up to six weeks and he wanted to know if there was any way that the Commission could advance them funds to pay for their expenses. Commissioner Ward stated that advancements are not controlled by the Commission or the Board, but by the Office of Administration. Mr. Scicchitano stated that there is a Management Directive that governs advancements and it is restrictive and there is a threshold amount that must be met. He said he doubts that the instructors would meet the criteria for an advancement. Chairman Straitiff ended the discussion.

VIII. OLD BUSINESS

There was no old business.

IX. PUBLIC COMMENT AND QUESTIONS:

There were no public comments or questions.

X. ADJOURN MEETING

Commissioner Schlechter made a motion to adjourn the meeting. Commissioner Howells seconded the motion.