

Commissioners:

Larry J. Straitiff, Chairman
Hon. Lawrence F. Clark, Jr.
Marshall R. Davis.
William R. Erickson, Jr.
Jim Fox
Hon. Janet Lewis
Hon. Benjamin A. Martinez
R. Scott Schlechter
Gregory A. Young



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A meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 AM on September 16, 2003 at the Pennsylvania Board of Probation and Parole office in Harrisburg, PA. The following Commission members and guests were present:

Larry Straitiff, Chairman
Honorable Benjamin A. Martinez.
William R. Erickson Jr.
R. Scott Schlechter
Gregory A. Young
Jim Fox
Chester A. Kope, Executive Director

Dan Klarsch, Administrative Officer
Linda Laub, (PBPP)
Tara Patterson (PBPP)
Gary Scicchitano, (PBPP)
Conway Bushy (PBPP)
Rick Varner (ERG - Guest)
James M. Hawkins (ERG - Guest)
Mary Williams, Secretary

I. Chairman Straitiff opened the meeting with the Pledge of Allegiance and asked if anyone had any comments regarding the July 15, 2003 meeting minutes.

Executive Director Kope said that he would like to revise the July 15, 2003 minutes as requested by Ms. Laub. Under Legal Issues it should say, "She also introduced Ms. Tara Patterson and announced that Ms. Patterson will be assisting Ms. Laub as she serves the Commission. She also explained that Ms. Patterson would represent the Commission at any future hearings."

Chairman Straitiff said the minutes are too detailed and they should just reflect the motions that were made and indicate that a discussion was held and not include individual comments from Commission members. He recommended that Commission Schlechter's comment regarding testing and the In-Service Firearms Training qualifications be struck from the July 15 minutes (page 5, Para. 1).

Chairman Straitiff asked for a motion to accept the July 15, 2003 Commission meeting minutes.

MOTION: Commissioner Young made a motion to accept the July 15, 2003 meeting minutes with the recommended revisions. Commissioner Martinez seconded the motion. A vote was taken and the Commission approved to accept the July 15, 2003 Commission meeting minutes.

II. INSTITUTE FOR LAW ENFORCEMENT EDUCATION - ERG

Chairman Straitiff welcomed Mr. Rick Varner and Mr. Jim Hawkins to the Commission meeting.

Mr. Varner said that ERG has completed three In-Service Firearms Training classes for 59 officers and will be offering three more courses scheduled to begin later this month.

Mr. Varner stated that he met with Director Kope and Mr. Klarsch to discuss the development of additional In-Service Firearms Training courses for the Commission. Mr. Varner distributed copies of their cost proposal to develop the courses and conduct a Train the Trainer course.

Mr. Varner said that ERG would like to conduct the first In Service Firearms Training course in the spring of 2004. The Chairman asked if it was possible for ERG to develop a lesson plan for two courses, Wounded Officer/One Handed Weapon Operation and Critical Incident Report Writing and provide a revised estimate of cost to present to the Commission at the November 18, 2003 Commission meeting. Following a lengthy discussion Chairman Straitiff asked for a motion.

MOTION: Commissioner Young made a motion to authorize the Commission to contract with ERG to develop a curriculum for Critical Incident Report Writing and Wounded Officer/One Handed Weapon Operation and have ERG present the curriculum to the Commission at the November 18, 2003 Commission meeting. Commissioner Erickson seconded the motion. A vote was taken and the Commission approved the motion.

II. SUB-COMMITTEE REPORTS

A. Curriculum Sub-Committee

Commissioner Schlechter reported that the Curriculum Committee did not meet on Monday, September 15, 2003 due to scheduling conflicts among several members. However, the members divided the Simunition topics up among themselves for development and individually sent their plans to Rusty Duncan for inclusion in the lesson plan.

Commissioner Schlechter mentioned that there are two sites in Lehigh County that the Commission could use to conduct Simunition Training. The Commission could temporarily use a neighborhood that Lehigh Valley Airport has purchased to expand their runway. The area has been loaned to the Allentown Police Department to do tactical training. He said that the second site would be permanent and the Commission could develop an agreement with the Allentown Police Department to build a Simunition Training House at their training academy.

Currently the Allentown Police Department has one tactical house that they use for their emergency response team. Commissioner Schlechter reported that he had spoken to the Assistant Chief of the Allentown Police Department and asked him what their needs would be to have a second tactical house on the same site. Commissioner Schlechter proposed that the Commission enter into an agreement with the Allentown Police to build a second site. The first site cost the Allentown Police Department \$10,000 because the majority of the construction

work was done by the officers. He asked if the Commission was willing to spend \$10,000 to construct a second site on the Allentown Police Department Academy. He mentioned that if the cost was split between the counties and the Commission, it would only cost the Commission \$10,000 to construct.

Chairman Straitiff commented that he thinks it is premature for the Commission to invest money into the construction of a facility prior to offering Simunition training and not knowing how the Simunition training will be conducted. Commissioner Schlechter said the Commission has already invested a substantial amount of money into equipment and he feels having a permanent site to run the training would eliminate some frustration and provide a comfort level when not having to adapt to a different site for each training session.

B. Policy Sub-Committee

Chairman Straitiff reported that the Policy Committee did not have a meeting. He said the Web site looks good.

C. Range Acquisition & Development Sub-Committee

Ms. Laub reported that she met with the attorney from the military Department of Veteran Affairs and the JAG office at Fort Indiantown Gap (FTIG) to discuss a contract with FTIG and said that Commissioner Young would have to work out the range acquisition with FTIG. She mentioned that she is comfortable with the ownership language and said that if FTIG goes defunct, all the land reverts back to the Commonwealth. Chairman Straitiff said at their last meeting at FTIG the Committee had agreed on the Caswell system and asked if FTIG has provided another estimate. Commissioner Young reported that he spoke to both the Caswell and DTF representative and mentioned to them that they should contact Staff Sgt. Snesavage because he will be drawing everything up and will determine if they meet our needs. The Chairman said if Commissioner Young does not receive a reply from Staff Sgt. Snesavage, he would contact Colonel Hulings because he was the person who seemed most interested in doing the joint venture.

III. EXECUTIVE DIRECTOR UPDATE

Mr. Kope presented the Commissioners with an application that he received from Officer Jonathan Dunsinger (Wayne County) who wants to become a Commission Certified Firearms Instructor.

MOTION: Commissioner Erickerson made a motion to approve Officer Jonathan Dunsinger to become a Commission Certified Firearms Instructor. Commissioner Young seconded the motion. A vote was taken and approved by the Commission.

Mr. Kope gave the Commissioners a copy of the Fiscal Year 2003/2004 proposed budget. The Commissioners held a lengthy discussion regarding the proposed budget. The Chairman commented that two meeting ago, the Commission took a fairly exhaustive look at the budget, and thought the consensus was that the Commission was going to try to match our

on-going operational cost (salaries and administrative costs, plus the scheduled trainings) to match with the income. He said the general policy was that the Commission would use the reserve money on a limited basis for special projects, such as simulation or range development.

The Commission went into an Executive Session at 11:00 AM to discuss the 2003/2004 budget. The Commission resumed the Commission meeting at 11:10 AM.

MOTION: Commissioner Martinez made a motion to accept the proposed budget presented by Executive Director Kope, contingent on review by the Board's Fiscal Office. Commissioner Erickson seconded the motion. A vote was taken and the Commission approved the motion.

Mr. Kope also gave each member a copy of the draft Regulations that was submitted to the Legal office. Ms. Laub mentioned that she and Dan Klarsch have discussed the draft regulations and said that she could look at the regulations from a legal perspective and make comments, but thinks the Policy Committee should meet to discuss the issue. She suggested that she, Chairman Straitiff and Commissioner Davis meet to review/revise the regulations and then pass their revisions to Ms. Lauren Taylor, Legislative Affairs, to get her input and perspective. The Chairman said that the Policy Committee would schedule their next meeting today.

Mr. Kope announced that Dan Klarsch has accepted another position within the Board and his last day with the Commission is October 3, 2003.

Mr. Kope also reported that he was contacted by the Governor's Office and was told that Mr. Jim Fox, Director of Police Training at Harrisburg Area Community College and Commissioner Janet Lewis, from Bradford County were appointed to the Commission.

IV. Unfinished Business

No Unfinished Business was discussed.

V. New Business

No New Business was discussed.

VI. Legal Issues

No Legal Issues were discussed

VII. Public Comment and Question

No Public Comments were made nor Questions were raised

The Commission went into Executive Session at 11:20 AM to discuss personnel issues. The Commission resumed the Commission meeting at 11:30 AM.

VIII. Adjourn Meeting

The meeting was adjourned at 11:30.