

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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November 18, 2003

A meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 AM on November 18, 2003 at the Days Inn, State College, PA. The following Commission members and guests were present:

Larry Straitiff, Chairman
Marshall R. Davis
Jim Fox
Honorable Janet Lewis
R. Scott Schlechter
Gregory A. Young
Chester A. Kope, Executive Director
Mary Williams, Secretary

Linda Laub, PBPP
Gary Scicchitano, PBPP
Erik Christensen, (Guest - Erie Co.)
Rusty Duncan (Guest - Westmoreland Co)
William F. Ward (Guest)
Dick Campbell (Guest)
Rick Varner (Guest - ILEE)
Gene Stull (Guest - ILEE)
Jim Hawkins (Guest - ILEE)

I. Chairman Straitiff opened the meeting with the Pledge of Allegiance. He then welcomed the two new Commissioners and mentioned plaques will be presented to the former Commissioners who were present. Since there were no corrections to the September 16, 2003 minutes he asked for a motion to accept the minutes.

MOTION: Commissioner Davis made a motion to accept the September 16, 2003 Commission meeting minutes. Commissioner Young seconded the motion. A vote was taken and the motion was approved.

II. PRESENTATION OF PLAQUES TO FORMER COMMISSIONERS

Chairman Straitiff presented recognition plaques to former Commissioners William Ward and Richard Campbell for their dedicated service to the Commission.

III. INSTITUTE FOR LAW ENFORCEMENT EDUCATION (ILEE)

Chairman Straitiff asked Mr. Varner to brief the Commission on the In-Service Firearms Training classes that they have conducted and on the progress of the two In-Service Firearms Training programs they developed (Critical Incident Report Writing and Wounded Officer/One Handed Weapon Operation).

Mr. Gene Stull gave the Commission six copies of the instructor and student manuals for both the Wounded Officer and the Critical Incident Report Writing curriculums. He gave a brief overview of the two proposed courses and said that each course included a PowerPoint CD that could be copied and mailed to the instructors. He asked the Commissioners to review the manuals to make sure it meets the

Commission's needs. He also said the Commission should provide any legal definitions they would like to have included in the manual.

Chairman Straitiff asked the Commission members; particularly, the Curriculum Sub-Committee members to review the manuals so they can make any suggested changes or revisions by the next Commission meeting.

Commissioner Fox mentioned that Mr. Dick Grossman gives an excellent presentation on wounded officer survival and that he will be in Harrisburg.

Chairman Straitiff asked Mr. Stull what resources he used to develop the two courses. Mr. Stull explained that a lot of the material is similar to what MPOETC developed several years ago.

Mr. Rick Varner asked if there was anything that they could do better when conducting the current In-Service Firearms Training classes.

Commissioner Davis responded that one of the nagging questions has been about time. He asked Mr. Varner if the Commission should leave the class time as is, increase the time to more than a day or curtail the curriculum. The Commissioners held a lengthy discussion regarding the time needed to conduct the current In-Service Firearms Training.

Chairman Straitiff asked the Curriculum Sub-Committee to review the time issue and curriculum regarding the current In-Service Firearms Training and prepare options for the Commissioners to vote on at the January 2004 Commission meeting.

Mr. Varner wanted to know what the Commission requirements are for an individual to become an instructor certified by the Commission. Director Kope said that the requirements are outlined in Schedule 3. Basically the instructor needs to attend and successfully complete a firearms instructor school and have conducted at least 12 hours of law enforcement firearms instruction in the past 24 months. Mr. Kope said he will send Mr. Varner a copy of the Section of the Commission's Operational policy that deals with approval of instructors.

IV. COMMITTEE REPORTS

A. Curriculum Sub-Committee

Commissioner Schlechter reported that at the November 17, 2003 meeting, they reviewed the liability form prepared by Ms. Laub and had a few minor changes. They also changed the Range Safety Rules to create a new form for the Simunition training. He will present the new Simunition Range Safety Rules form for the Commissioners to review and approve at the January 2004 Commission meeting.

Commissioner Schlechter said that because of everything involved in the Simunition training, they plan to send an information packet to all the officers that take the training. The packet would include the liability waiver, equipment list, and what not to bring.

He reported that they have almost finished the outline of the Simunition lesson plan and are in the process of developing the classroom Power Point presentation.

The Curriculum Sub-Committee plans to do a walk through of the shoot house at Fort Indiantown Gap in January 2004 and plan to look at the Simunition equipment that the Commission purchased. Director

Kope explained that most, but not all, of the equipment is in 16 Rubbermaid containers. However, they will not fit into a regular mini-van and that perhaps the Commission can secure a room at the Gap to store the equipment.

Commissioner Schlechter said that everything seems on track to do the three-day pilot training in April 2004 and then present a train-the-trainer class. For the pilot program, Commissioner Schlechter would like to have a mixture of participants

Commissioner Davis asked how many students would attend each class? Commissioner Schlechter said if he can get the Gap, there would be a maximum of 24 students per class.

B. Policy Sub-Committee

Chairman Straitiff reported that the Policy Sub-Committee did not meet to review the proposed draft regulations. He plans to hold a meeting prior to the January 2004 Commission meeting to review the regulations.

C. Range Acquisition Sub-Committee

Commissioner Young reported that at the June 2003 meeting held with Col. Hulings and his staff, they said that they would need to develop a combat pistol course for their pistol carrying personnel and wanted to compare the Commission's proposal for a range with what they plan to develop. If possible the Commission and FTIG could be partners in the development of a range. When Commissioner Young spoke with Staff Sgt. Snesavage two week ago, he was told that he is no longer working on this initiative and the project has been given to Major Yearwood and he would have the Major call him. Commissioner Young said he had also contacted Steven Trinkl, but has not heard back from him.

Ms. Laub reported that the acquisition issue is holding up the main agreement with the Gap because of the ownership issue and wants to resolve this issue before moving forward with the main agreement.

Chairman Straitiff reported that the Commission has been trying for 2-1/2 years to negotiate a contract with the Gap to develop our own range and asked the Commissioners if they still wanted to continue to pursue range acquisition at the Gap. The Commissioners held a lengthy discussion.

Ms. Laub said she felt that after the meeting with FTIG Legal Counsel that the Commission was close, but the ownership issue is a big issue because of the turning targets and the way that the contract is worded. She also mentioned how difficult it has been to get in contact with people at the Gap.

Commissioner Davis asked why negotiations with the Game Commission fell apart at the Scotia Range in State College. Chairman Straitiff said that the Land Manager saw the expansion as cutting into their foliage line and destroying unique plants.

Mr Scicchitano said he would contact Mike Schmidt, the Deputy Secretary of the Administrative Services regarding the availability of the Scotia Game Commission Range in State College and what can be done.

D. Strategic Planning Sub-Committee

Commissioner Young reported the members would develop an initial plan in December 2003.

V. Executive Director's Report

Director Kope led the discussion on establishing the 2004 Commission meeting schedule. The following Commission meeting dates were established for calendar year 2004:

January 13, 2004	State College, PA
March 09, 2004	State College, PA
May 18, 2004	Champion, PA
July 13, 2004	State College, PA
September 14, 2004	State College, PA
November 16, 2004	State College, PA

The Commissioners decided to hold all calendar year 2004 Commission meetings in State College, PA.

Director Kope asked the Commission if they plan to continue to conduct the Basic Firearms Training in-house or contract with ILEE to conduct the training. He needed to know because he needs to begin to make arrangements for the officers and schedule the ranges at the Gap by January 2004 if the Commission plans to continue to conduct the training internally. The Commissioners held a lengthy discussion.

Chairman Straitiff directed Mr. Kope to prepare a letter to ILEE requesting they provide the Commission at the January 13, 2004 meeting a cost proposal to provide the Basic Firearms Training.

Chairman Straitiff also directed Mr. Kope to prepare a letter to ILEE requesting that they provide the Commission at the January 13, 2004 meeting a cost proposal to provide the proposed Wounded Officer Training, using a ratio of one instructor for every 10 students.

Director Kope reported that he met with Booze, Allen and Hamilton representatives last week regarding the survey they are conducting for the new Criminal Justice Institute (CJI). They plan to make a presentation on December 18, 2003 to all the agencies involved. Representatives of the Governor's Office will also be at the meeting. He stated that some of the agencies indicated that they will only send personnel to the CJI that are from their central region and they plan to maintain their training facilities in other regions of the Commonwealth.

Director Kope presented a petition for an extension time to requalify, received from the Chief in Blair County, for Officer William Decter.

MOTION: Commissioner Davis made a motion to grant Officer William G. Decker a 60 day extension, until February 4, 2004. Commissioner Schlechter seconded the motion. A vote was taken and the motion was approved.

Director Kope presented a petition for an extension time that he received from the Chief in Erie County for Officer Michael Molnar. There was a lengthy discussion regarding the request.

MOTION: Commissioner Young made a motion to suspend Agent Molnar's certification until he requalifies and the Commission receives more information on his condition. Commissioner Fox seconded the motion. A vote was taken and the motion was approved.

Director Kope distributed copies of the Commission's financial report. The Commissioners held a brief discussion.

MOTION: Commissioner Davis made a motion that the Executive Director should renew his membership with the Adult and Juvenile Probation Officer Association and that he should be on the mailing list to receive the newsletters and other publications. Commissioner Fox seconded the motion. A vote was taken and the motion was approved.

VI. UNFINISHED BUSINESS

Commissioner Straitiff said that he sent an e-mail to the Commissioners regarding the County Firearms Commission staffing.

MOTION: Commissioner Davis made a motion that the Commission go into an Executive Session. Commission Young seconded the motion. The Commission approved the motion.

Both the Executive Director and the Commission's Secretary were asked to leave the room during the Executive Session. The Executive Session began at 11:45 AM and concluded at 12:50 PM.

Chairman Straitiff summarized what was discussed in the Executive Session and stated that he would send Director Kope a written response.

Commission Straitiff asked how the former Commissioners, who were not present for their plaque presentation, would receive their plaques. Director Kope said that he had received notification from former Commissioners Billings, Clark, and Snyder that they were unable to attend the presentation. Commissioner Billings said that he would try to attend the January or March meeting and he planned to mail the plaques to the other Commissioners.

Chairman Straitiff said that he would hand deliver the plaques to former Commissioners Kopriva and Billingsley. Commissioner Davis said that he would present former Commissioner Snyder's plaque to him.

VII. NEW BUSINESS

Commissioner Davis reported that he attended the Juvenile Justice Conference and firearms was one of the big discussions and one county wanted to know when the Commission was planning to sponsor a basic orientation course explaining how to set up a firearms program. He told them there was not an orientation course scheduled right now, but encouraged interested Chiefs to write Director Kope requesting that the Commission conduct an orientation course. Commissioner Davis believes the Commission should consider conducting a basic orientation course.

VIII. LEGAL ISSUES

No legal issues were discussed.

IX. PUBLIC COMMENTS OR QUESTIONS

There were no public comments or questions.

The meeting adjourned at 1:30 PM.