

Commissioners:

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



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July 13, 2004

A meeting of the county Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 a.m. on July 13, 2004 at the Days Inn, State College, PA. The following Commission members and other persons were present:

Larry Straitiff, Chairman	Chester Kope, Executive Director
Marshall Davis	Lee Van Brederode (Adm. Officer)
William Erickson	Gary Scicchitano (PBPP)
Jim Fox	Conway Bushey (PBPP)
Honorable Ruth Hathaway	Linda Laub (PBPP)
Honorable Janet Lewis	Erik Christensen (Guest) Erie County
R. Scott Schlechter	Rusty Duncan
Gregory A. Young	Diane Schaeffer (Secretary)

- I. Chairman Straitiff opened the meeting with the Pledge of Allegiance. No corrections were offered to the March 9, 2004 meeting minutes and Chairman Straitiff requested a motion to accept the minutes.

MOTION: A motion was made by Commissioner Davis to accept the March 9, 2004 minutes. Commissioner Erickson seconded the motion. The motion was approved.

II. COMMITTEE REPORTS

Simunition® Sub – Committee

Commissioner Schlechter reported that the Curriculum Sub-Committee toured the High Risk Entry Facility at Fort Indiantown Gap. They finalized the Simunition Training program and will be conducting a pilot Simunition training class for 24 officers on September 8-10, 2004 at the GAP. Mr. Van Brederode said that the invitational letter, application, and waiver form was drafted. Commissioners Schlechter, Erickson and Mr Kope will review the applications and pick the officers that will attend the pilot. Mr. Kope will make overnight arrangements for the instructors and students. A brief discussion followed regarding to the cost of lodging and other expenses.

Commissioner Davis wanted to know if they planned to evaluate the Simunition® students' performance. Commissioner Schlechter stated that the Curriculum Sub-Committee discussed it and decided that they would not evaluate the students' performance. However, the students would evaluate the pilot program. After a lengthy discussion it was decided that the instructors would evaluate each student as they performed each scenario. Mr. Van Brederode will develop a student evaluation form and send it out for review and comment.

Policy Sub-Committee

A meeting was held on May 17, 2004. Mr. Van Brederode made the changes to the draft regulations and e-mailed them to the sub-committee members.

Range Acquisition and Development Sub Committee

Chairman Straitiff mentioned that joint usage with the Gap is not feasible. Mr. Kope stated that the Commission would need to pay for all improvements of the range at the Gap. Chairman Straitiff said that if the Commission contracts everything out they would not need a range. The Commissions held a brief discussion regarding ranges.

Strategic Planning Sub Committee

Commissioner Young said that they did not hold a meeting.

Firearms Commission Training Management System Update

Mr. Van Brederode presented a brief overview of the progress to date. The start of the meetings with TATA has begun. There are four phases for the process to be completed (Review, Development, Data in Migration and Deployment). A target date is set for the Commission to review on August 18, 2004. Recommendation of a digital signature would benefit the application. A large county such as Dauphin be involved in the pilot program however, recommendation of a smaller county be involved in the pilot program. Mr. Kope, Mr. Van Brederode and TATA representative(s) viewed the current system that Commissioner Fox is using at the HACC facility. The Commissioners discussed who would be given this access to the system.

Executive Director's Update

Mr. Kope gave the Commissioners a copy of the cost proposal that Mr. Ted Mellors prepared for the use of the Tactical House that they were building at Penn State Fayette campus. The Commissioners held a brief discussion and determined that it would not be cost effective to invest \$15,000 to utilize this facility.

Mr. Kope gave the Commissioners three applications that he had received from county probation officers requesting to become a Certified Firearms Instructor for the Commission. After a brief discussion the Commissioners decided that Officer Vanessa Voles application to become a CFI could not be approved because the twelve hours of firearms training that she conducted was provided before she completed her firearms instructor school. The following motions were made:

MOTION: Commissioner Davis made a motion to approve Officer Dennis Hasenflu's application to become a CFI. The motion was second by Commissioner Young. A vote was taken and approved by the Commission.

MOTION: Commissioner Davis made a motion to approve Victoria Burt-Jones application to become a CFI. The motion was second by Commissioner Young. A vote was taken and approved by the Commission.

Mr. Kope gave the Commissioners copies of the evaluations that he and Mr. Van Brederode completed on Officer Dave Christensen who has applied to become a Master Instructor.

MOTION: Commissioner Schlechter made a motion to approve Officer Dave Christensen request to become a Master Instructor. The motion was second by Commissioner Erickson. A vote was taken and approved by the Commission.

Mr. Kope said that they met with staff from the Pennsylvania State System of Higher Education (PSSHE) and they disbanded the Educational Resources Group. Therefore, they are trying to find a home for the Institute of Law Enforcement Education (ILEE). They are attempting to place them under Military Affairs (MA) at the Northeast Counterdrug Training Center (NCTC). If everything goes as planned they will become part of NCTC on October 1, 2004. In the interim, ILEE will conduct four In-Service Training Courses for the approximately 85 officers that need the training.

Once ILEE goes under NCTC the Commission could develop an MOU with MA to conduct the Commissions continuing education courses and the Basic Training.

After a lengthy discussion it was decided that the Commission would work with MA to determine if they can provide the Commissions training courses. In case the deal with MA falls through, it was also decided that we would continue to develop the RFP's for these courses.

Mr. Kope gave the Commissioners a copy of a registration form that he received from Commissioner Davis to set up an exhibitor both at The Pennsylvania Conference of Juvenile Justice on November 3-5, 2004. Mr. Kope asked the Commissioners if they wanted to pay \$400 to set up a booth. After a brief discussion it was decided that the Commission wants to set up a booth. Chairman Straitiff will check with Arlene Prentice to determine if the Commission could get a reduce rate. Mr. Kope will contact the Fiscal Operations Division to determine if the Commission can pay to set up a booth. Commissioner Fox said that the Commissioners could man the booth.

Mr. Kope gave the Commissioners a copy of the Financial Status Report showing a reserve balanced of \$1,109,547.

Mr. Kope gave the Commissioners a letter and other information regarding a request he received from Officer William Trapnell from the Dauphin County Adult Probation Office requesting an accommodation, under ADA, so he can participate in Basic Firearms Training. The Commission went into Executive Session.

III. EXECUTIVE SESSION

Chairman Straitiff adjourned the meeting and went into an Executive Session at 11:00 AM. to discuss ADA issues. The regular Commission meeting resumed at 12:05 PM.

Mr. Kope was directed to contact Officer Trapnell to grant him an accommodation that he needs to participate in firearms training.

IV. Old Business

There was no old business.

V. New Business

There was no new business.

VI. Legal Issues

Ms Laub stated that Vicki Sailor, Chief of Somerset County is still interested in the Commission paying for the services of re-qualifications. The Commission told Ms. Laub to inform Chief Sailer that they will not pay her instructors to conduct annual requalification.

VII. Public Comment & Questions

There were no public comments.

THE COMMISSION MEETING WAS ADJOURNED AT 12:20 P.M.