

Commissioners:

Larry J. Straitiff, Chairman
Jim Fox
Hon. Rita D. Hathaway
Hon. Janet F. Lewis
Robert Repard
R. Scott Schlechter
Thomas Schuster
Gregory A. Young
Hon. Michael L. Green (Acting)



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A regular meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:10 a.m. on May 17, 2005 at the Courtyard Marriott in State College, PA. The following Commission members and others were present:

Larry J, Straitiff, Chairman	Marci Pesta – Northeast Counterdrug Training Center
Thomas R. Schuster, Commissioner	Bruce Weaver – Murray Insurance Company
Robert L. Repard, Commissioner	Erik Christensen – Guest, Erie County
Gregory A. Young, Commissioner	Lee Van Brederode – Comm. Administrative Officer
R. Scott Schlechter, Commissioner	Diane Schaeffer – Commission Secretary
James Fox, Commissioner	Chet Kope, Executive Director

Following a call to order and the Pledge of Allegiance Chairman Straitiff welcomed everyone to the Commission Meeting and introduced and welcomed Thomas Schuster and Robert Repard who were attending their first meeting as Commissioners.

I. REVIEW AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING:

No corrections were noted as necessary.

MOTION: Commissioner Fox made a motion to accept the Minutes of the May 17, 2005 Commission Meeting. The motion was seconded by Commissioner Young. The motion passed by voice vote.

II. MURRAY INSURANCE ASSOCIATION, INC. PRESENTATION: Mr. Bruce Weaver was introduced to the Commission members as the liaison for Murray Insurance Association and was invited to explain the process and status of the initiative to obtain a liability insurance contract for instructors who will present in-service training for Commission vendors. Mr. Weaver explained the term, cost, process and the benefits of the insurance. The Memorandum of Understanding, currently in process, will cover the explanation of the liability insurance policy.

III. OFF ADGENDA:

a) Chairman Straitiff advised the Commission members of the need to appoint a Vice Chairman to replace former Commissioner Davis. Commissioner Greg Young volunteered for the position of Vice Chairman. The Members approved Commissioner Young's appointment by voice vote.

- b) Chairman Straitiff would like the Commission to continue the practice of recognizing past Commissioners by the awarding of a plaque. He noted that Ex-Commissioners Davis, Erickson, and Clark need plaques.

MOTION: Commissioner Repard offered a motion to have plaques made for the three former Commissioners. Commissioner Young seconded the motion and the Members approved it by voice vote.

- c) Chairman Straitiff advised the Members that the Memorandum of Understanding (general document that defines the relationship between two forces) is in process for the Commission to contract with the Northeast Counterdrug Training Center (NCTC) and is waiting for fine line format and the movement through State Counsel and Department of General Services for contract to be finalized and signed.

IV. SUB COMMITTEE REPORTS:

Curriculum Committee.

- a) The Curriculum Committee report was presented by Commissioner Schlechter who advised that the Committee had completed a review of the FETC Course 2 curriculum (Critical Incident Report Writing). Subject to any minor modifications to the legal module suggested by Ms. Laub the Committee recommends the Commission approve the Course 2 curriculum.

MOTION: Commissioner Schlechter made a motion to approve the FETC Course 2 curriculum. The motion was seconded by Commissioner Young. The motion passed by voice vote.

- b) Commissioner Schlechter advised the Commission that a draft curriculum for FETC Course 4 (Wounded Officer, One-Handed Weapon Operations) is being prepared by Erik Christensen and should be ready for the July 2005 Curriculum Committee meeting.
- c) Commissioner Schlechter noted that 5 or 6 training knives, 6 sets of coveralls, ammunition, and earpieces were needed to support future Simunition training.

MOTION: Commissioner Schlechter offered a motion to purchase 6 training knives, additional assorted colors of FX training ammunition, eight pairs of coveralls. The motion was seconded by Commissioner Fox and passed by voice vote.

- d) Commissioner Schlechter advised the Commission the Committee plans to review the Basic Training Curriculum and Qualification Course of Fire.
- e) Commissioner Schuster commented that he would like to have, at least for Juvenile officers, students complete Phase 1 and Phase 2 Safety Training before enrolling in the Commission's Basic Training Course.

Policy Committee.

Chairman Straitiff had nothing to report. He stated the draft regulation was still awaiting action.

V. NORTHEAST COUNTERDRUG TRAINING CENTER UPDATE:

Ms. Marci Pesta explained to the Members the status of the Memorandum of Understanding and the circulation processing through the channels. Upon the approval of the MOU, actions will be initiated to conduct "Train the Trainer." Letters will be sent to determine attendance and to advise that one or two pilots programs would be run. Northeast Counterdrug Training Center has 12 active instructors at this time. Training sites are St. Joseph, Greensburg, Mercy Hurst College, and the Central would be at Northeast Counterdrug Training Center. These trainings should all commence in August 2005. She will check into a location for offering Course 3 for September/October 2005.

SUPPLEMENTAL MOTION: Commissioner Schlechter offered a motion to purchase eight (8) additional Simunition training helmets and protectors. Commissioner Schuster seconded the motion and it was passed by voice vote.

VI. EXECUTIVE DIRECTOR'S UPDATE:

- a) Mr. Kope reported that the Simunition Instructor School has received a list of students interested in becoming certified Simunition Instructors. He recommended that these students receive credit for this as in-service training for calendar year 2005.

MOTION: Commission Young moved that instructors who complete Simunition Recertification as well as the initial Simunition Instructor School get credit for their in service training for this year. The motion second by Commissioner Repard. Motion passed by voice vote.

- b) Chief Scoran, Cambria County, has contacted Mr. Kope regarding Officer John who has been out on medical leave. Officer John was cleared by his doctor two days prior to the requalifying deadline date. Chief Scoran was advised to request an extension in order to allow the officer to requalify.

MOTION: Commissioner Fox offered a motion to grant Officer John a sixty-day extension to complete Requalification. The motion was second by Commissioner Schlechter and passed by voice vote.

- c) Mr. Kope commented on House Bill legislation presented to all members to develop a form to collect information on the use of force and firearms related incidents. Commissioner Fox asked if there is a statistical point of contact in the PBPP to contact to collect this data to provide this information if requested. The Executive Director advised that Jim Alibrio, who is with the Pa. Board of Probation of Parole, gathers data for the Board possibly could be accessible to complete and gather the information needed to for this issue. Chairman Straitiff requested the formation of a Committee for Officer Safety Research, which will include Commissioners Schlechter, Fox, Young and Erik Christensen.
- d) Mr. Kope reported about Officer Armbruster who would need special accommodation to complete basic training. The actual nature of the special accommodation was not received as of this date. The officer has received the Classroom portion of basic training and was informed that he has one year to complete the range qualification training.
- e) Mr. Kope presented a request to approve Commissioner Schuster as a Commission Master Instructor.

MOTION: Commissioner Repard offered a motion to designate Commissioner Schuster as a Commission Master Instructor. The motion second by Commissioner Schlechter and passed by voice vote.

- f) Mr. Kope reported the Juvenile Court Judges Commission Event is again scheduled for November. He asked if the Commission still wanted a presence at the event. As the Executive Director he recommended not to attend because of lack of interest and cost.

MOTION: A motion made by Commissioner Fox not to attend. The motion was seconded by Commissioner Repard and passed by voice vote.

- g) Executive Director Kope proposed future training for the Firearm Training Management System and met with Deb Littleton and Jesse Larrimer from the Pa. Board of Probation and Parole regarding setting up the training for Firearms Training Management System to be held at the Riverfront Office Center, Harrisburg. Once the training is scheduled and established letters will be sent out to all who will be accessing this system to gain attendance for this training.

MOTION: Commissioner Schlechter made a motion to develop a user-training program for the FCTMS. The motion was second by Commissioner Repard. Only one night's lodging will be paid. No reimbursement for mileage or meals. The motion passed by voice vote.

- h) Mr. Kope provided the Expenditure Report is showing a balance of \$1, 250,000.
- i) Evaluations from the 34th and 35th Basic Firearms Academies were distributed. Mr. Kope explained the situation of a student from Allegheny County who arrived 45 minutes late for range training and was dismissed.

VII. OLD BUSINESS:

Commissioner Schlechter inquired about a motion made in a previous meeting regarding the approval of development of curriculum by Master Instructors for county In-House Training. Chairman Straitiff advised the Commission members the motion had not passed. The procedure is addressed in the draft regulation.

VIII. NEW BUSINESS:

Commissioner Fox advised the Commission that the Pilot Laser Shot training was done and invited the Commission to look into the results.

IX. PUBLIC COMMENT: None.

X. ADJOURNMENT:

MOTION: A motion to adjourn the meeting was made by Commissioner Schlechter and second by Commissioner Repard. The motion passed by voice vote at 1215.