

Commissioners

Hon. Catherine C. McVey (Chairman PBPP)
Larry J. Straitiff, Chairman
Gregory A. Young, Vice Chairman
Thomas R. Schuster
Hon. Janet F. Lewis
R. Scott Schlechter
Robert L. Repard
Jim Fox



Executive Director

Henry L. Van Brederode
1101 South Front Street, Suite 5600
Harrisburg, PA 17104-2522
(717)-787-5699 Ext. 389
FAX (717)-705-1779
Email Hvanbreder@state.pa.us

January 27, 2006

A regular meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:00 a.m. on January 24, 2006 at the Courtyard Marriott, 1730 University Drive, State College, Pennsylvania. The following individuals were present:

Mr. Larry J. Straitiff, Chairman	Mr. A. Gary Scicchitano, (Advisor)
Mr. Gregory A. Young, Vice Chairman	Mr. William McDevitt, (Advisor)
Mr. Robert L. Repard, Commissioner	Ms. Linda J. Laub (Advisor)
Mr. James Fox, Commissioner	Mr. W. Conway Bushey (Guest)
Mr. H. L. Van Brederode (Executive Director)	Mr. Erik D. Christensen (Guest)
Mr. Todd D. Burns (Administrative Officer)	Mr. Gerald P. Davis (Guest)
Ms. Diane M. Schaeffer (Commission Secretary)	

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Following a call to order and the Pledge of Allegiance Chairman Straitiff welcomed all in attendance.

2. READING AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

No corrections, additions, or deletions to the Minutes of the previous meeting were noted. See comment, paragraph 8.A.

MOTION: Commissioner Young offered a motion to approve and accept the Minutes of the November 15, 2005 meeting. Commissioner Repard seconded the motion and it was approved by unanimous voice vote.

3. ANNOUNCEMENTS

Mr. Van Brederode introduced the formatted binders provided to the Commissioners and Advisors for their use in organizing and maintaining meeting materials and asked for any suggestions or feedback on how to improve the initiative. He also announced that a useful links page had been added to Firearms Education and Training Commission (FETC) website and provided a copy of the page.

4. REPORTS OF OFFICERS AND STANDING COMMITTEES

A. CHAIRMAN:

Chairman Straitiff reported that Mr. Van Brederode had received his Employee Performance Evaluation, advised that his probationary status had been successfully completed and that Mr. Van Brederode's Civil Service status has become permanent.

B. EXECUTIVE DIRECTOR

1. Mr. Van Brederode reported that a comprehensive inventory of County Firearms Commission supplies and equipment had been completed with an emphasis on recording and marking high-dollar items.
2. Mr. Van Brederode reported the Memorandum of Understanding (M.O.U.) between the Commission and Department of Military and Veterans Affairs (DMVA) for NCTC to implement in-service training had been signed by DMVA and presented the documents to Chairman Straitiff.
3. Mr. Van Brederode reported on the conduct and outcome of the Thursday, January 19, 2006 "train the trainer" event, which had taken place at Fort Indiantown Gap, to review the curriculum for in-service training with potential instructors. This event was designed to facilitate the Commission's Continuing Education courses. These courses are to be administered by the Northeast Counterdrug Training Center (NCTC) in coordination with Harrisburg Area Community College (HACC).
4. Mr. Van Brederode presented an "End of Year Snapshot" showing various performance measures for the FCTMS as of 31 December 2005.
5. Mr. Van Brederode reported that letters had been sent to all Commission Master Instructors (MI) whose designation was expiring by the end of March 2006, reminding them of the expiration date of their certifications and informing them what actions were necessary to renew their MI status.
6. Mr. Van Brederode presented the financial status report as of December 31, 2006, which showed an ending balance of \$1,298,102. He also discussed the trend in reduced receipts which reveals a trend he suggested the Commission monitor closely for potential impacts on training and other activities.
7. Mr. Van Brederode described the status of the on-going process to complete the arrangements with NCTC to administer and conduct advanced training in calendar year 2006.

C. CURRICULUM COMMITTEE

1. Commissioner Young reported that with seven active members remaining on the Curriculum Committee and the pending and proposed tasks and projects, which the Committee has to complete it is becoming increasingly difficult to schedule meetings with sufficient members attending to complete the work. Commissioner Young requested permission to allow the scheduling of meetings outside the regular every-other month meeting schedule and to approve adding Officers Ronald Millward, Kim Nelson and Tom Bendge as new members of the Curriculum Committee.

MOTION: Commissioner Fox made a motion to expand the Curriculum Committee membership by inviting the officers cited by Commissioner Young to join the Committee. The motion seconded by Commissioner Young and was passed unanimously by voice vote. *(Mr. Van Brederode will draft letters to these prospective Curriculum Committee members and their Chiefs)*

2. Commissioner Young advised that the Committee would be conducting an overview of the Basic Training Program Curriculum to develop a proposed instructional component on revolver orientation. *(Mr. Van Brederode advised he and Mr. Burns had completed an overview of the curriculum to resolve several errors in the program's materials. He added that no substantive changes had been made to the program's content.)*
3. Commissioner Young reported the Legal portion of the Course 2 Curriculum had been reviewed, modified and approved by Ms. Laub.

D. POLICY SUBCOMMITTEE:

1. Chairman Straitiff met with Policy Committee members on Monday January 23, 2006 to discuss changes to the proposed Firearms Commission Regulation. The Regulation will be a sub-portion to the PBPP regulations.

MOTION: Commissioner Repard made a motion to accept the changes to Revision 7 with the amendments modified by Ms. Laub, Policy Committee, and Mr. Van Brederode. The motion seconded by Commissioner Fox and was passed unanimously by voice vote.

BREAK 10:10 – 10:22

2. Chairman Straitiff discussed the initiative to create Commission Bylaws and adopt rules of order. Mr. Van Brederode will draft a "shell" of bylaws from which to proceed.

5. REPORTS OF AD HOC COMMITTEES

- A. Chairman Straitiff discussed the Officer Safety Committee meeting concerning the Critical Incident information that needs to be gathered from the counties, its format, and possible mechanisms to persuade compliance.
- B. Chairman Straitiff initiated a discussion about whether the Commission should consider mandating officers wear body armor during all Commission training events. The Commissioners considered numerous factors including the cost of body armor and determining whether counties should be compensated by the Commission for purchases, and whether to require counties to conduct initial firearms training for their new officers before sending them to Commission Basic Firearms Training.

MOTION: Commissioner Repard made a motion to study the option of having body armor at Basic Firearm Training Academies. The motion was second by Commissioner Young and was passed unanimously by voice vote.

- C. Commissioner Straitiff initiated a discussion concerning the possibility of requiring new officers attend a firearm familiarization training as a prerequisite for attendance at a Basic Training Academy.

MOTION: Commissioner Repard made a motion to delegate to the Curriculum Committee the task of developing a prerequisite firearm familiarization-training program for all officers that are enrolled to attend Basic Firearms Training. The motion seconded by Commissioner Young and was passed unanimously by voice vote.

6. OLD BUSINESS

- A. Mr. Van Brederode reported he had yet to receive a response to the Commissioner replacement letter that he sent to AOPC in November. Mr. Scicchitano stated that he had e-mailed his contact in the Governor's office to gain information but he had also not received a response. He will follow up.
- B. Mr. Van Brederode reported that four plaques for past Commissioners were finished and ready for presentation. He will draft a letter to invite these Commissioners to the next meeting in March 2006 for presentation of the plaques.
- C. Mr. Van Brederode reported the Commission still had a \$3,000.00 credit with Streicher's. He suggested the Commission purchase seven or eight Glock model 22 weapons as training aids for use in basic training along with a case to store them.

MOTION: Commissioner Young made a motion to purchase seven Glock Model 22 pistols and a case for use in Basic Firearms Training classes. Commissioner Repard seconded the motion and it was passed unanimously by voice vote.

- D. Mr. Van Brederode asked the Commission members whether they had considered the proposal from the last meeting to establish more definitive guidelines for ammunition reimbursement. There was discussion on whether to set a maximum of \$175 to be reimbursed, based on an average amount of 17½ cents per bullet for 1000 bullets in basic training.

MOTION: Commissioner Fox made a motion that, effective April 1, 2006, the Commission will reimburse counties the actual cost of a student's basic training ammunition (for up to a maximum of 1000 rounds) or \$175.00, whichever is less. For annual requalification the Commission will reimburse for up to 120 rounds at 17.5¢ per round or a maximum of \$21.00, whichever is less. The motion was seconded by Commissioner Young and was passed unanimously by voice vote.

7. NEW BUSINESS

- A. Petitions for Extension:
 - 1. Mr. Van Brederode presented two Petitions for Extension for medical reasons. Chief Christopher Boyd, Adams County Adult Probation and Officer Ernest

Withrow from Somerset County requested extension for the 2005 annual requalifications into 2006 due to documented medical conditions.

2. Mr. Van Brederode presented one Application for Renewal for Certified Firearms Instructor status from Probation Officer Ronnie Millward, Centre County. Mr. Millward's previous certification had expired.

MOTION: Commissioner Young made a motion to approve the medical extensions of Chief Christopher Boyd, Adams County Adult Probation Department and Ernest Withrow, Somerset County Probation Department. The motion seconded by Commissioner Fox and was passed unanimously by voice vote.

MOTION: Commissioner Repard made a motion to accept Mr. Ronnie Millward's application for renewal as a Certified Firearm Instructor. Commissioner Young seconded the motion and was passed unanimously by voice vote.

3. Mr. Van Brederode presented applications from Probation Officers Ethan Weidle, Larry Smith, John Yarnell, and Brian Rock who have applied to become Commission Certified Firearm Instructors.

MOTION: Commissioner Fox made a motion to tentatively approve Mr. Ethan Weidle as a Certified Instructor for the County Firearms Commission contingent upon the provision of a more detailed Instructor Certificate and the hours of instruction. Commissioner Young seconded the motion and it was passed unanimously by voice vote.

MOTION: Commissioner Young made a motion to approve Officers Larry Smith, John Yarnell, and Brian Rock as a Commission Certified Firearms Instructors. Commissioner Repard seconded the motion and it was passed unanimously by voice vote.

4. Mr. Van Brederode asked the Commissioners if they wanted to grant "constructive credit" for the 2006 in-service training requirement to officers who serve as instructors for Commission advanced trainings. A brief discussion followed.

MOTION: Commissioner Fox made a motion to grant constructive credit to instructors who participate in course development and/or in course instruction of in-service courses. ***(Commissioner Young abstained from a vote. Motion was tabled until the March 2006 meeting).***

5. Mr. Scicchitano, serving as a representative for the Pennsylvania Board of Probation and Parole (PBPP), presented a proposal asking the Commission to

reconsider its policy of not loaning FETC Simunition equipment to support the training of other officers. He explained the request was due to PBPP budget issues and the desire to provide state POs the best training available.

(After listening to the proposal, Chairman Straitiff deferred a vote on the use of Simunition Equipment by PA Board of Probation and Parole personnel for training purposes until the March 2006 Commission Meeting.)

6. Chairman Straitiff told the Commissioners he would like Mr. Van Brederode and himself to attend the ASLET conference coming up in 2006. He also announced he will not serve on the Commission once his current term has expired.
7. Commissioner Fox requested ideas for 2007 in-service courses from the Committees and staff.

8. LEGAL ISSUES:

- A. Ms. Laub noted a correction to be made to the meeting minutes from November 2005. The minutes should show that Commissioner Young abstained from the vote on the motion to designate him a Commission Master Instructor.
- B. Ms. Linda Laub updated the Commissioners on the status of legislation allowing retired Probation Officers a certification to carry a firearm. Issues included the issuance of ID cards to the retirees and finding Certified Firearms Instructors to qualify these retirees to carry.

9. PUBLIC COMMENT. None.

10. Commissioner Repard expressed the desire to provide Certified Firearms Instructors with advanced training to expand the knowledge of the Instructors. *(Chairman Straitiff asked for members to bring ideas back to the Commission for review)*

MOTION: A motion to adjourn was offered by Commissioner Repard. The motion was seconded by Commissioner Young and passed unanimously by voice vote. The meeting stood adjourned at 12:05 p.m.

Respectfully Submitted,

Henry L. Van Brederode
Executive Director