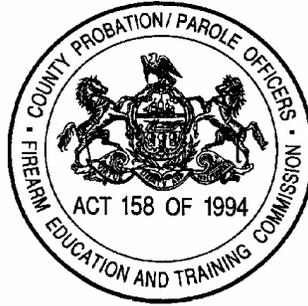


**Commissioners**

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  
Hon. Thomas K. Kistler  
Robert L. Repard  
P. Beth Dombrowsky



**Executive Director**

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November 14, 2006

A regular meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:08 a.m. on November 14, 2006 at the Courtyard Marriott, 1730 University Drive, State College, Pennsylvania. The following Commissioners(\*) and other individuals were present:

- |   |   |
|---|---|
| Mr. Larry J. Straitiff, Chairman*             | Mr. A. Gary Scicchitano (PBPP Advisor)      |
| Mr. Gregory A. Young*                         | Mr. William J. McDevitt, Jr. (PBPP Advisor) |
| Hon. Thomas K. Kistler*                       | Mr. W. Conway Bushey (Guest)                |
| Mr. Robert L. Repard*                         | Mr. Norman Mueller (Guest)                  |
| Mr. R. Scott Schlechter*                      | Mr. Gary Miscovich (Guest)                  |
| Mr. H. L. Van Brederode (Executive Director)  | Mr. Patrick Michaels (Guest)                |
| Mr. Todd D. Burns (Administrative Officer)    | Mr. Richard Mertz (Guest)                   |
| Ms. Diane M. Schaeffer (Commission Secretary) | Mr. Doug Angelo (Guest)                     |

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**2. REVIEW AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

**MOTION 0611.01: A motion was made by Commissioner Schlechter to accept the minutes from the September 19, 2006 meeting. Commissioner Kistler seconded the motion and it was passed by a unanimous voice vote.**

**3. ANNOUNCEMENTS**

**Chairman**

- Chairman Straitiff had nothing to report.

## Executive Director

- Mr. Van Brederode advised the Commission that the Course 4 (Wounded Officer Survival Tactics) pilot program had taken place on November 4<sup>th</sup> in Carlisle. Twenty-seven adult and juvenile officers from Cumberland County participated in the pilot, which was instructed by Master Instructors Mike Guido and Ron Millward. Mr. Van Brederode and Mr. Burns attended this event and reported it was highly successful in preparing Course 4 to be the primary in-service offering for 2007.
- The 42<sup>nd</sup> Basic Firearms Training Academy was completed in October and all 49 students passed the classroom portion of training. Thirty of the 49 students moved to the range portion at Fort Indiantown Gap. All 30 students successfully qualified. The remaining 19 students will complete the range portion of training in Allegheny County later this year as part of the “hybrid” Basic Training.
- An end-of-year analysis of the 2006 in-service training classes is in progress. There are a small number of officers that did not attend an in-service class. An after-action review of the training is scheduled with the Northeast Counterdrug Training Center (NCTC) and the Harrisburg Area Community College (HACC) on November 28, 2006. Lessons learned and improvements for the in-service program administration will be discussed and developed.
- Mr. Van Brederode reported that the initial strategy being used to improve and correct deficiencies in the Firearms Commission Training Management System (FCTMS) is to use IT support staff to solve and correct as many problems as possible before resorting to outside contractors. This should save money and result in quicker improvements.
- A meeting was held with the Chief of the Lancaster County Adult Probation Department to discuss the arming and certification of a small unit in that agency. Approximately ten (10) Probation Officers from Lancaster County are anticipated to be attending Basic Firearms Training in 2007.
- Indications are that approximately twenty (20) Philadelphia Juvenile Probation Officers will be armed and may be attending Basic Firearms Training in 2007.
- Mr. Van Brederode reported that in order to satisfy normal annual attrition (estimated to be 80+ officers per year) as well as new hires, the remainder of Berks County officers (approximately 25) and new departments at least five (5) Basic Firearms Training events and perhaps six (6) will be necessary in 2007.
- Mr. Van Brederode distributed and briefly discussed a Financial Report as of November 9<sup>th</sup>, which showed a Fund balance of \$1,286,731. Mr. Van Brederode reported that he had exhausted all avenues for obtaining information from the Administrative Office of Pennsylvania Courts (AOPC) regarding why the Commission’s revenues have decreased. He will work with Mr. Scicchitano to explore other means for investigating the issue.

#### 4. REPORTS OF OFFICERS AND STANDING COMMITTEES

- Chairman Straitiff–Policy Sub Committee: The Policy Committee did not meet however it was noted that the Commission’s proposed Regulations have been posted in the PA Bulletin for public comments and feedback.
- Curriculum Sub-Committee
  - Commissioner Scott Schlechter stated that the majority of the Basic Firearms Training Program curriculum would be on the agenda for 2007 meetings. All phases of the program will be reexamined.
  - Commissioner Schlechter recommended that Course 5 (Simunition® Training) be expanded from 16 hours over a three (3) day period to five (5) days of training to allow 2 classes to run consecutively.

#### 5. REPORTS OF AD HOC COMMITTEES

- Safety – No report. Commissioner Schuster not in attendance.
- Fiscal – Did not meet.

#### 6. UNFINISHED BUSINESS (Old Business)

- Body Armor: Chairman Straitiff advised the Commission that he attended the Adult Chief’s Conference on November 8, 2006. The response from the Chiefs at this meeting led Chairman Straitiff to believe that the Firearm Education and Training Commission (FETC) was not perceived as adequately representing the Adult Chiefs Association.

**MOTION 0611.02: Commissioner Kistler offer a motion that the Commission revisit and reconsider Motion 0609.07 [regarding mandatory body armor at Commission trainings]. Commissioner Young seconded the motion. The motion was approved by a unanimous voice vote.**

- A lengthy discussion took place regarding the decision and motion from the September meeting which would have mandated the wear of body armor by students and instructors participating in any Commission-sponsored, sanctioned or conducted training involving the use of lethal ammunition. Mr. Gary Miscovich, representing Westmoreland County Adult and Juvenile Probation Departments, raised issues and concerns regarding the county’s ability to purchase body armor and the timeframe mandated by the Commission for the policy to take effect. Mr. Richard Mertz, Chief Probation Officer from Franklin County Adult and President of the County Chief Adult Probation and Parole Officers’ Association of Pennsylvania, commented on the issue

and brought various concerns of members of the association to the Commissioners attention.

**MOTION 0611.03: Commissioner Kistler made a motion to change the verbiage of Motion 0609.07 regarding body armor to read “body armor is strongly recommended” instead of “required” to be worn during any Commission training involving lethal ammunition. Commissioner Young seconded the motion. The motion passed by a unanimous voice vote with Chairman Straitiff abstained from voting.**

**BREAK 10:03 – 10:18**

## **7. NEW BUSINESS**

- Mr. Van Brederode presented applications from the following officers for designation as Commission Certified Firearms Instructors (Range):
  1. Timothy Ban – Allegheny County Probation
  2. Joseph Barry-Susquehanna County Probation
  3. Rodney Wagner – Adams County Probation

**MOTION 0611.04: Commissioner Schlechter made a motion to accept and approve the Certified Firearms Instructor application of Officer Timothy Ban. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.**

**MOTION 0611.05: Commissioner Repard made a motion to accept and approve the Certified Firearms Instructor application of Officer Joseph Barry. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.**

**MOTION 0611.06: Commissioner Schlechter made a motion to accept and approve the Certified Firearms Instructor application of Officer Rodney Wagner. Commissioner Repard seconded the motion and it was passed by a unanimous voice vote.**

- Mr. Van Brederode presented an application from Officer Seth W. Reeser, Dauphin County Adult Probation, for designation as a Master Instructor.

**MOTION 0611.07: Commissioner Schlechter made a motion to accept and approve the designation of Seth Reeser as a Commission Master Instructor. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.**

- Mr. Van Brederode presented petitions for extension of time to complete required training or weapon requalification from the following officers:
  - Officer Crystal H. Cochran – Jefferson County Adult Probation Department

**MOTION: 0611.08: Commissioner Repard offered a motion to accept and approve the petition for extension of time for Officer Cochran. Commissioner Schlechter seconded the motion and it was passed by a unanimous voice vote. Chairman Straitiff abstained from the vote.**

- Officer Wesley C. Fannin – Wayne County Probation Department

**MOTION 0611.09: Commissioner Young offered a motion to accept and approve the petition for extension of time for Officer Fannin. Commissioner Schlechter seconded the motion and it was passed by a unanimous voice vote.**

- Probation Officer Christopher J. Simms – Venango County A/J Court Supervision Services

**MOTION 0611.10: Commissioner Repard offered a motion to accept and approve the petition for extension of time for Officer Simms. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.**

- Probation Officer Melissa Troyan – Fayette County Adult Probation Department

**MOTION 0611.11: Commissioner Repard offered a motion to accept and approve the petition for extension of time for Officer Troyan requalify twice in 2007, once for the period extended and again for calendar year 2007. Commissioner Gregory Young seconded the motion and it was passed by a unanimous voice vote.**

- Mr. Van Brederode presented, as a discussion topic, the issue of officers carrying a “back-up weapon.” He described the current situation where some counties are allowing it and some are not and recommended the Commission discuss and adopt a policy, which could be articulated to the field. Discussion ensued and the Commissioners were in general agreement that each county should be responsible for their own policy regarding back-up or second weapons and that the Commission will not, at this time, attempt to track back-up weapons; the weapons’ serial number, or qualification scores for these weapons. Further, the Commission will not provide reimbursement for ammunition used to qualify with back-

up weapons. Commissioner Young recommended against making a motion on the back-up weapon issue until it could be researched further.

- Ammunition reimbursement for the Basic Training hybrid event In Allegheny County.

**MOTION 0611.12: Commissioner Repard offered a motion to accept and approve the ammunition reimbursements for the basic training hybrid event in Allegheny County. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.**

## 8. LEGAL ISSUES AND COMMENT

None.

## 9. PUBLIC COMMENT AND QUESTIONS

- Mr. Scicchitano presented information on a training initiative to be offered to all County Probation Officers to become firearms Instructors through a course to be presented by the PA. Board of Probation and Parole. The contact person will be Mr. Van Brederode, Executive Director and/or Mr. Gary Holland, Director of Training for the Pa. Board of Probation and Parole.

## EXECUTIVE SESSION REGARDING PERSONNEL ISSUES (11:01) A.M.

## 10. ADJOURNMENT

**MOTION 0611.13: Commissioner Repard offered a motion to adjourn at 11:40 A.M. Commissioner Young seconded the motion and it was passed by a unanimous voice vote. The meeting stood adjourned.**

Respectfully Submitted,

*s/ H. L. Van Brederode*

Henry L. Van Brederode  
Executive Director