

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

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 31, 2007

A regular meeting of the County Probation and Parole Officer's Firearms Education and Training Commission convened at 09:03 a.m. on January 23, 2007 at the Courtyard Marriott, 1730 University Drive, State College, Pennsylvania. The following Commissioners (*) and other individuals were present.

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| Mr. Larry J. Straitiff, Chairman* | Mr. William J. McDevitt, Jr. (PBPP Advisor) |
| Mr. Gregory A. Young* | Ms. Linda J. Laub (PBPP Advisor) |
| Mr. R. Scott Schlechter* | Mr. W. Conway Bushey (Guest) |
| Hon. Janet F. Lewis* | Mr. Todd D. Burns (Administrative Officer) |
| Ms. P Beth Dombrowsky* | Mr. James N. Trozzi (Guest) |
| Mr. H. L. Van Brederode (Executive Director) | Mr. William R. Erickson, Jr. (Guest) |
| Ms. Diane M. Schaeffer (Commission Secretary) | Mr. Thomas V. Benge (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: 07-01-01: A motion was made by Commissioner Schlechter to accept the minutes from the November 14, 2006 meeting. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.

3. ANNOUNCEMENTS:

Chairman Straitiff: No announcements.

Executive Director Van Brederode:

- On January 2nd former Commissioner James Fox received a plaque acknowledging his service to the Firearms Commission. The presentation was reported in the January edition of the Commission (FETC) newsletter along with a photograph.

- ❑ Re-organization of cubicle/offices has been completed as part of Phase 2 of the Pa. Board of Probation and Parole (PBPP) module re-organization. As a result the Commission staff is now located differently on the 5th floor, although in the same general area.
- ❑ The Firearms Commission has made the first loan of Simunition® equipment to the training division of the PBPP.
- ❑ Fort Indiantown Gap has placed a temporary freeze on live-fire training at the Northeast Counterdrug Training Center (NCTC) High Risk Entry Facility until further notice. This has a potential negative impact on the Simunition® training scheduled for the end of February. As a back-up plan arrangements have been made to hold the training at HACC if necessary.
- ❑ Mr. Van Brederode and Mr. Burns attended an earlier January meeting with NCTC and HACC personnel to discuss the organization of the 2007 continuing education training. The meeting was judged a success and expectations are for an improved planning and execution of in-service training this year.

4. REPORTS OF OFFICERS AND STANDING COMMITTEES:

CHAIRMAN STRAITIFF / POLICY SUB COMMITTEE:

- ❑ Chairman Straitiff presented a summary of the sub committee's discussions regarding the response and requirements received from the Independent Regulatory Review Commission (IRRC) in December. The IRRC posed a number of questions and changes for clarification to the proposed regulation. The sub committee has generated responses and corrections to many of the issues raised and Ms. Laub will lead the effort to finalize the response to the IRRC. In response to IRRC input the following issues were discussed and acted upon by the Commissioners:
 - ❑ Annual in-service training hours need to be specified in the proposed regulation by the Commission. In-service training will include the annual requalification course of fire required to be passed by every armed officer.

MOTION: 07-01-02: Commissioner Lewis made a motion to establish a standard of twelve (12) hours of in-service training per year for County Probation Officers. The motion was seconded by Commissioner Young and was passed by a unanimous voice vote.

- ❑ The proposed regulation should clarify the timeframe for a re-shoot of an officer's failed re-qualification attempt.

MOTION: 07-01-03: Commissioner Schlechter made a motion to establish a standard of not more than thirty (30) calendar days for probation officers who fail their annual re-qualification to re-shoot the course of fire. Commissioner Young seconded the motion and it was passed by a unanimous voice vote. *To be noted in the regulation in section 79.23 (a).*

- ❑ Removal of the word “any” from Section 79.31, “*The Commission may revoke an officer’s Certification for any reason including, but not limited to.*” Additionally, section (e) of 79.31 should be deleted.

MOTION: 07-01-04: Commissioner Schlechter made a motion to amend section (79.31) of the regulation. (*Ms. Laub, Advisor, will re-write the language.*) The motion was seconded by Commissioner Young and it was passed by a unanimous voice vote.

EXECUTIVE DIRECTOR VAN BREDERODE:

- ❑ On November 28, 2006 the Executive Director and Mr. Burns met with HACC and NCTC staff to discuss the overall performance of 2006 continuing education classes and to review improvements and changes for the 2007 in-service training year. A variety of changes in planning, preparation and readiness for the upcoming training were developed and agreed upon.
- ❑ The training by Strategos International has been scheduled for July 2007. This training will be handled as a sole-source event and actions to secure the necessary contract are underway.
- ❑ “Train the Trainer” classes for FETC Course 4 (Wounded Officer Survival Tactics) have been scheduled for February 6, 2007 in Carlisle, PA and March 20, 2007 in State College, PA.
- ❑ FETC Course 5 (Simunition® Training) applications are being accepted and processed through the FCTMS and classes are filling. Two iterations will be conducted back-to-back from 26 February thru 2 March.
- ❑ Basic Firearms Training Academy events have been scheduled for 2007 and are available for enrollment through the Firearms Education Training Management System (FCTMS).
- ❑ Mr. Van Brederode reported on the status of improvements to the FCTMS and advised that the upgraded version is in testing and is planned to be implemented on February 26th.

CURRICULUM SUB COMMITTEE:

- Commissioner Schlechter advised that the Basic Training Curriculum has been adjusted and reorganized. By the March 20, 2007 meeting the finished product should be ready to be reviewed.

BREAK 10:06-10:19 a.m.

MOTION: 07-01-05: Commissioner Schlechter made a motion to purchase two (2) new laptop computers for the Commission staff to be used in support of the Commission at meetings, etc. The Motion was seconded by Commissioner Young and was approved by a unanimous voice vote.

5. REPORTS OF AD HOC SUB COMMITTEES:

SAFETY SUB COMMITTEE: No report.

FISCAL SUB COMMITTEE: No report.

6. UNFINISHED BUSINESS: Probation Officers carrying back-up weapons on duty.

Discussion of the topic continued; the Commissioners determined that policy would not be set by the Commission and that the issue would be left to the discretion of individual counties and agencies.

MOTION: 07-01-06: Commissioner Young made a motion to require collection of the serial number of each students' weapon used during the Basic Firearms Training program. After completion of the program, the data will become part of the historical record. Commissioner Dombrowsky seconded the motion and it was passed by a unanimous voice vote. *Further discussion following passage of the motion resulted in agreement to postpone any further action pending additional research into the issue.*

7. NEW BUSINESS

- **Petition for Range-CFI Status.** Christopher Bersch, Pike County Juvenile Probation Department requests approval as a Commission Certified Firearms Instructor (Range).

MOTION 07-01-07: Commissioner Schlechter made a motion to approve Christopher Bersch, Pike County, as a Commissioned Certified Firearms Instructor. Commissioner Young seconded the motion and it was passed by a unanimous voice vote.

- **Petition for Range-CFI Status.** Robert Wolff, Pike County Juvenile Probation Department requests approval as a Commission Certified Firearms Instructor (Range).

MOTION 07-01-08: Commissioner Dombrowsky made a motion to approve Robert Wolff, Pike County, as a Commission Certified Firearms Instructor (Range). Commissioner Lewis seconded the motion and it was passed by a unanimous voice vote.

- **Petition for Renewal of Range-CFI Status.** Christopher Colondrillo, Cumberland County Adult Probation Department requests to be re-certified as a Commission Certified Firearms Instructor (Range).

MOTION 07-01-09: Commissioner Young made a motion to approve Christopher Colondrillo, Cumberland County, for re-certification as a Commission Certified Firearms Instructor (Range). Commissioner Schlechter seconded the motion and it was passed by a unanimous voice vote.

- **Executive Director's Request to Approve the Designation of Mr. Gary Holland, PBPP Training Director, as an FETC Advisor.** Mr. Van Brederode made a brief presentation outlining his reasons for requesting the Commission approve Mr. Holland as an Advisor.

MOTION 07-01-10: Commissioner Young made a motion to approve Mr. Gary Holland to become a County Probation and Parole Officers' Firearms Education and Training Commission advisor. Commissioner Dombrowsky seconded the motion and it was passed by a unanimous voice vote.

- **Issue of Director Robert Daugherty's Certification.** Robert Daugherty, Director, Venango County Probation Department is not certified by the Commission. Mr. Van Brederode presented a summary of the facts and history surrounding this issue. A discussion ensued regarding whether Mr. Daugherty should be waived from the classroom portion of the Basic Firearms Training program and allowed to participate in range training to acquire certification. The Commissioners agreed that Mr. Daugherty would have to attend and successfully complete the classroom instruction and testing along with attending and successfully qualifying at the range portion of training to become certified. The Executive Director will notify Director Daugherty of the decision.
- **Officer Shannon Defelice-States' Request for Reconsideration of Commission Decision to Revoke her Certification.** Mr. Van Brederode presented the request from Officer Defelice-States, which was explained and supported by her Chief. The

Commissioners discussed the reasons for the revocation and the validity of the actions taken.

MOTION 07-01-11: Commissioner Schlechter made a motion to deny Officer Defelice-States' request for reconsideration of the revocation of her certification and further moved that Officer Defelice-States must follow the procedure outlined in the certified letter sent to her. Commissioner Young seconded the motion and it was passed by a unanimous voice vote. *(Chairman Straitiff abstained from voting on this motion).*

- **Officer Bruce Morgan's Request for Reconsideration of Commission Decision to Revoke his Certification.** Mr. Van Brederode presented the request from Officer Morgan, which was explained and supported by his Chief. Additionally, Officer James Trozzi offered an explanation of why Officer Morgan's certification lapsed and asked the Commissioners to consider various mitigating factors in making their decision on reversing the revocation. The Commissioners discussed the reasons for the revocation and the validity of the actions taken.

MOTION 07-01-12: Commissioner Schlechter made a motion to not reconsider the revocation until Officer Morgan has completed a continuing education course. Commissioner Dombrowsky seconded the motion and it was passed by a unanimous voice vote.

- Chairman Larry Straitiff asked for the Commission's approval to both attend and pay for the travel expenses to the International Association of Law Enforcement Firearms Instructors, Inc. (IALEFI). Conference held in San Antonio, Texas the week of May 20-25, 2007.

MOTION 07-01-13: Commissioner Schlechter made a motion to pay all expenses and to allow Chairman Straitiff to attend the IALEFI Conference in San Antonio, Texas the week of May 20-25, 2007. Commissioner Young seconded the motion and it was passed by a unanimous voice vote. *(Chairman Straitiff abstained from the vote)*

- Chairman Straitiff asked the Commission to re-schedule the May 22, 2007 Commission meeting in State College to May 31, 2007 due to his attendance at the IALEFI Conference, which is scheduled the week of May 20-25, 2007.

MOTION 07-01-14: Commissioner Schlechter made a motion to change the Commission meeting to May 31, 2007. Commissioner Young seconded the motion and it was passed by a unanimous voice vote. *(Chairman Straitiff abstained from the vote)*

8. **LEGAL ISSUES:** None

9. **PUBLIC COMMENT AND QUESTIONS:** None

10. **ADJOURNMENT:**

MOTION 01-07-15: Commissioner Schlechter made a motion to adjourn the meeting. Commissioner Young seconded the motion and it was passed by a unanimous voice vote. The meeting stood adjourned at 11:50 am.

Respectfully Submitted,

S/ Henry L. Van Brederode

Henry L. Van Brederode
Executive Director