



August 20, 2008

A regular meeting of the County Probation and Parole Officer's Firearm Education and Training Commission convened at 9:06 a.m. on July 22, 2008 at the Courtyard Marriott, 1730 University Drive, State College, PA. The following Commissioners (*) and other individuals were present:

R. Scott Schlechter, Commission Chairman*
Robert L. Repard, Commission Vice Chairman*
Thomas R. Schuster, Commissioner*
Keith A. Graybill, Commissioner*
Honorable Thomas Kistler, Commissioner*
Mr. Todd Burns, Executive Director

Ms. Diane Schaeffer (Secretary)
Ms. Linda Laub (Advisor)
Mr. Gary Holland (Advisor)
Mr. William McDevitt (Advisor)
Mr. Conway Bushey (Advisor)
Mr. James Gunderman (Guest)
Mr. Michael Guido (Guest)

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

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

MOTION 0807.01: A motion was made by Commissioner Schuster to accept the minutes from the May 13, 2008 meeting. Commissioner Graybill seconded the motion and it was passed by a unanimous voice vote.

3. ANNOUNCEMENTS

Chairman Schlechter:

- ❑ Berks County Adult Probation Department has experienced the passing of Probation Officer Jose Luis Rosado-Ortiz
- ❑ Lehigh County Probation Department has experienced the passing of Probation Officer David McClelland.

Executive Director Burns:

- ❑ Mr. Burns announced that Commissioner Schuster has been re-appointed to the Commission by Governor Edward G. Rendell.

- ❑ Mr. Burns announced the appointment Ms. Michelle Beaver, by Governor Edward G. Rendell, to replace former Commissioner Larry Straitiff.
- ❑ Mr. Burns advised the Commissioners that 29 students were trained at the 49th Basic Firearms Training Academy.
- ❑ Mr. Burns advised the Commissioners that the 50th Basic Firearms Training Academy is currently underway.
- ❑ Mr. Burns advised that the Continuing Education Classes are currently running. There have been a few class cancellations due to low enrollment.
- ❑ Mr. Burns advised the Commissioners that most eligible Probation Officers are enrolling in Course 6 as their Continuing Education Class. There are fewer Officers enrolling in Course 4 than anticipated.
- ❑ Mr. Burns advised the Commissioners that the Laser Shot equipment has been received. Mr. Burns wanted to acknowledge Richard Dash, Deborah Carpenter, and Sally Shaffer at the Board for their efforts.
- ❑ Mr. Burns advised the Commissioners that recertification training for SIMUNITION® Instructors was conducted from June 24-26, 2008 and that 15 County Probation Officers were recertified.
- ❑ Mr. Burns advised the Commissioners that the Firearm Education and Training Commission's website is being converted from its current software to Aqualogic. It is unknown what effect this change will have on FCTMS.
- ❑ Mr. Burns advised the Commissioners that the Chairman has requested changing the date of the September Commission meeting to coincide with the County Chief Adult Probation and Parole Officers' Association of Pennsylvania Conference held September 29 – October 1, 2008 at the Toftrees Resort in State College. The Commissioners agreed to conduct the next Commission Meeting on October 1, 2008 at 1:00pm at the Toftrees Resort.

4. REPORTS of OFFICERS and STANDING COMMITTEES

Chairman Schlechter: NONE

Executive Director Burns:

- ❑ The financial update as of July 18, 2008 was presented. The current fund balance is \$1,026,311.
- ❑ Mr. Burns advised the Commissioners that Mr. Lee Van Brederode, former Executive Director of the Firearm Education and Training Commission has received word from the Office of Administration (OA) that the reclassification of the Executive Director position was denied.
- ❑ Mr. Burns advised the Commissioners that OA conducted another desk audit of the Commission's secretary.

- Mr. Burns advised the Commissioners that Ms. Brinda Penyak from the County Commissioner's Association of Pennsylvania is currently attempting to recruit a replacement for former Commissioner Janet Lewis' position.
- Mr. Burns advised the Commissioners that the interviews for the Administrative Officer 1 position were conducted and a selection was made. The tentative start date is August 11, 2008.

POLICY SUB-COMMITTEE:

- Commissioner Schuster met with the Curriculum Committee on Monday July 21st and combined both Policy and Curriculum issues.
 - ✓ Copyright protection of material was discussed.
 - ✓ There was a discussion about restructuring the Certified Firearms Instructor (CFI) certifications into CFI 1, CFI 2, and Master Instructor (MI).
 - ✓ The sub-committees discussed accidental weapon discharges and the Commission's authority related to those occurrences.
 - ✓ There was a continuing discussion of policy on approving non – county probation CFI's.

CURRICULUM SUB-COMMITTEE:

- Mr. R. Scott Schlechter, who is a member of the Curriculum Sub-Committee, presented several issues to the Commission members.
 - ✓ Certified Firearms Instructors, having initially received an instructor credential from an entity such as the NRA, will not have to maintain that credential as a prerequisite for maintaining their Commission Certified Firearms Instructor credential. Once credentialed through an approved instructor course, an officer need only meet the Commission's minimum training requirement to maintain their Commission CFI credential.
 - ✓ Chairman Schlechter recommended dealing with the applications of five Lancaster County Sheriff's Department deputies who have applied to become Commission Certified Firearms Instructors:
 1. Christopher Leppler
 2. Marc Lancaster
 3. Christopher Irvin
 4. David Bolton
 5. Christopher Riggs

MOTION 0807.02: Commissioner Schuster made a motion to approve Lancaster County Sheriff's Deputies Christopher Leppler, Marc Lancaster, Christopher Irvin, David Bolton, and Christopher Riggs as Commission Certified Firearms Instructors. Motion was seconded by Commissioner Kistler. Motion passed by a unanimous voice vote.

BREAK 10:16 A.M. -10:37 A.M.

(Commissioner Kistler left meeting at 10:27 a.m.)

- ✓ The Cambria County Officer accidental weapon discharge was discussed again. It was initially the understanding that the Officer in question was a Commission CFI. Chief Pamela Scoran was unable to be contacted to confirm the officer's status.

MOTION 0807.03: Motion made by Commissioner Schuster to suspend Certified Firearms Instructor (CFI) status of Officer Ronald Johns of Cambria County for a six (6) month period effective July 22, 2008 - February 22, 2008. Motion seconded by Commissioner Repard. Motion passed by a unanimous voice vote.

- ✓ It was asked by the Commissioners that Mr. Todd Burns draft a letter regarding the accidental discharge and the outcome of the Commission's decision to be sent to Probation Officer Ronald Johns and Chief Pamela Scoran. It was asked by Commissioner Graybill that Commissioner Schuster notify Chief Pamela Scoran immediately of this decision.
- ✓ After further discussion it was established that Officer Johns did not possess a current CFI certification.

MOTION 0807.04: Motion made by Commissioner Schuster to rescind motion 0807.03 to suspend Probation Officer Ronald Johns CFI certification for six (6) months after gathering information that Officer Johns does not currently hold a Certified Firearms Instructor certification. Motion was seconded by Commissioner Graybill. Motion passed by a unanimous voice vote.

5. REPORTS of AD HOC COMMITTEES

□ SAFETY

- ✓ Commissioner Schuster had sent out an e-mail survey to all Adult and Juvenile Probation Departments asking for input on the recertification process for an officer to carry a firearm after a lapse in employment. Twenty-Seven (27) departments responded. Of these responses, 60% are willing to grant a waiver from the Basic Firearms Training Academy for reinstatement.

❑ **FISCAL**

- ✓ Commissioner Graybill described the Fiscal meeting on July 1, 2008 at the Riverfront Office Center. This meeting's purpose was to discuss spending and revenue issues as well as exploring the costs associated with various alternative training models. This was an initial meeting. More substantive steps will be developed over the course of future meetings.

6. UNFINISHED (OLD) BUSINESS

- ❑ Mr. Burns noted the omission of the words "Warrant Unit" from Motion 0804.10 from the April Commission Meeting.

MOTION 0807.05: Motion was made by Commissioner Repard to amend Motion 0804.10 to state that the Allegheny County Juvenile Probation Department's Warrant Unit is authorized to conduct an in-house Course 6 training for their 2008 In-Service credit. Motion was second by Commissioner Schuster. Motion passed by a unanimous voice vote.

- ❑ Mr. Burns discussed concerns voiced at the last Commission Meeting regarding the SIMUNITION® Intergovernmental agreement. Ms. Linda Laub will put an updated agreement into a final draft for approval.
- ❑ Ms. Linda Laub has informed the Commission that the changes to the Regulation have been submitted to IRRC for approval.

7. NEW BUSINESS

- ❑ Request for approval of applicants to become Commission Certified Firearms Instructors - Range:
 - ✓ John Flite – Philadelphia County Adult Probation
 - ✓ Matthew Lewandowski, Crawford County Adult Probation

MOTION 0807.06: Motion was made by Commissioner Graybill to accept and approve Officers John Flite and Matthew Lewandowski as Commissioned Certified Firearms Instructors -Range. Motion was seconded by Commissioner Repard. Motion passed by a unanimous voice vote.

- ❑ Request for renewal of Certified Firearm Instructor (Range) certification of Officer Douglas Angelo, Westmoreland County Juvenile Probation.

MOTION 0807.07: Motion was made by Commissioner Schuster to accept and approve the renewal of Certified Firearms Instructor (Range) certification of Douglas Angelo. Motion was seconded by Commissioner Graybill. Motion passed by a unanimous voice vote.

- Request for renewal of Master Instructor/CFI certification for James Schriener, Lycoming County Adult Probation.

MOTION 0807.08: Motion made by Commissioner Repard to accept and approve the renewal of Mr. James Schriener, Lycoming County Adult Probation as a Commission certified Master Instructor/CFI. Motion was seconded by Commissioner Graybill. Motion passed by a unanimous voice vote.

- Request by Carbon County Adult Probation to conduct in-house Course 6, Deadly Force Response and Decision Making - Laser Shot, training for 2008 In-Service credit.

MOTION 0807.09: Motion made by Commissioner Repard to deny the request by the Carbon County Adult Probation Department to conduct in-house Course 6, Deadly Force Response and Decision Making - Laser Shot, for 2008 In-Service credit because they do not have Officers who are Commission certified to instruct this course. Motion seconded by Commissioner Schuster. Motion passed by a unanimous voice vote.

- Request by Dauphin County Adult Probation to recertify Officer Robert Paul without having him attend the Basic Firearms Training Academy (Course 1).

MOTION 0807.10: Motion made by Commissioner Repard to approve the request to allow Mr. Robert Paul be waived from taking Course 1 provided he successfully passes both the 10-question legal exam and 60-question multiple choice exam from the Basic Firearms Training Course as well as shooting the qualification course of fire with his duty weapon and achieving a passing score. Officer Paul has until August 31, 2008 to meet these requirements.

8. LEGAL: NONE

9. PUBLIC COMMENT AND QUESTIONS: NONE

10. ADJOURNMENT:

Motion 0807.11: Commissioner Repard made a motion to adjourn at 12:12 p.m. Commissioner Schuster seconded the motion it was passed by a unanimous voice vote.

Respectfully Submitted,

Todd Burns

Todd Burns
Executive Director