



FIREARM EDUCATION AND TRAINING COMMISSION

January 21, 2010

A regular meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:11 a.m. on January 21, 2010 at the Courtyard Marriott, 1730 University Drive, State College, PA. The following Commissioners (*) and other individuals were present:

Mr. R. Scott Schlechter, Chairman*	Ms. Diane Schaeffer (Commission Secretary)
Mr. Robert Repard, Vice Chairman**	Mr. Conway Bushey (Advisor)
Ms. Michelle Beaver, Commissioner*	Mr. Greg Young (Advisor)
Mr. Keith Graybill, Commissioner*	Mr. Thomas Dougherty (Advisor)
Hon. Thomas Kistler, Commissioner*	Ms. Linda Laub (Advisor)
Mr. Todd Burns (Executive Director)	Mr. Erik Christensen (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 MINUTES of the PREVIOUS MEETING:

MOTION 1001.01 Motion was made by Commissioner Kistler to accept the minutes from the November 19, 2009 meeting. Motion was seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

3. ELECTION of OFFICERS:

- R. Scott Schlechter – Chairman of the Firearm Education and Training Commission.
- Keith Graybill – Vice Chairman of the Firearm Education and Training Commission.
- Larry Straitiff – Chairman of the Policy Committee.
 - ✓ The Policy Committee membership consists of Conway Bushey, P. Beth Dombrowsky, Linda Laub, R. Scott Schlechter, and Thomas Schuster.
- Erik Christensen – Chairman of the Curriculum Committee.
 - ✓ The Curriculum Committee membership consists of Tom Benge, Eric Burkholder, William Erickson, Mike Guido, Jim Gunderman, Ron Millward, Robert Repard, R. Scott Schlechter, Neil Stefanisko, and Greg Young.

- Ron Millward – Chairman of the Safety Committee.
 - ✓ The Safety Committee membership consists of Conway Bushey, Gerald Davis, William Erickson, Robert Repard, R. Scott Schlechter, Thomas Schuster, and John Yarnell.
- Keith Graybill – Chairman of the Fiscal Committee.
 - ✓ The Fiscal Committee membership consists of Michelle Beaver, R. Scott Schlechter, and Thomas Schuster.

4. ANNOUNCEMENTS:

Chairman Schlechter:

- NONE

Executive Director Burns:

- Executive Director Burns announced that Mr. Gary Holland, advisor to the commission, has taken another position with the PA Board of Probation and Parole (PBPP). Mr. Holland's successor is Mr. Greg Young who, in addition to becoming the new Director of Training for PBPP, is also now a commission advisor.
- Executive Director Burns informed the commissioners of the importance of keeping receipts for travel expenses.
- Executive Director Burns announced that he would be copying the commissioners on his PBPP monthly activity reports.

5. REPORTS of OFFICERS and STANDING COMMITTEES:

Chairman Schlechter

- NONE

Executive Director Burns

- Executive Director Burns reported a current fund balance of \$1,062,108.

Policy Committee:

- Executive Director Burns discussed the proposed weapon discharge and reporting amendment to the regulation.
- Executive Director Burns discussed the proposed break in service amendment to the regulation.
 - ✓ 0-12 Month separation - reinstatement with no additional training required. Requires a new fingerprint background check.
 - ✓ 13-24 Month separation – requires “testing out” of all Basic Training qualification standards (classroom and range) as well as a fingerprint background check.
 - ✓ 25 Months or more separation – treated as a new hire.

Commissioner Kistler exited meeting at 9:31 a.m.

- ❑ Executive Director Burns discussed the Policy committee's intention to make weapon change qualification based on make, model, and caliber of firearm a procedure rather than an amendment to the regulation.
- ❑ Executive Director Burns reported that new Code of Conduct rules will be drafted for students attending FETC trainings. These rules will include clarification of unprofessional conduct as well as a policy for students who are late for training events.
- ❑ Executive Director Burns reported proposed amendments to 79.64 and 79.65 of the regulation.

BREAK 10:08 a.m. - 10:19 a.m.

- ❑ Executive Director Burns discussed the Policy committee's desire to require results of the fingerprint background check to be clear before a student can attend a commission Basic Firearms Training Academy or a County In-House Basic Firearms Training Academy. Once the fingerprints have cleared the responsible county Approving Authority must update the officer's basic application by placing a "yes" in the fingerprint requirement section along with the date clearance was received.
- ❑ Advisor Conway Bushey and Commissioner Schuster will survey the Adult and Juvenile Chiefs as to whether they are submitting fingerprints for NCIC in addition to the State checks.

MOTION 1001.02: Motion made by Commissioner Repard that before an officer can participate in a Commission Basic Training an officer must first submit their fingerprints to the Pennsylvania State Police for a background check and to an NCIC check and be cleared. Motion seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

Curriculum Committee:

- ❑ Chairman Erik Christensen discussed changes to the basic training curriculum as well as changes to the qualification course of fire. Changes will include a switch from the B-27F to the LCS-TT target. Pilot programs will be conducted incorporating these changes. It is anticipated that the new course of fire will take effect with the basic trainings in 2011. There will be a phase-in of the new requalification course of fire for county probation departments during the same year.

6. REPORTS of SPECIAL COMMITTEES:

Officer Safety Committee:

- ❑ Executive Director Burns reported that the Safety committee is collecting data for a best practices firearms policy. The committee is also looking into an incident report template.

Fiscal Committee:

- ❑ Mr. Keith Graybill reported the average costs per officer to run Courses 2-6 in 2009. Commissioner Graybill would like this information placed in an upcoming FETC newsletter. Mr. Graybill also discussed the option of billing juvenile departments if the commission fund hits a predetermined threshold balance and how knowing an average cost per officer, per training, allows the commission to pro-rate juvenile training costs.

- Commissioner Graybill is interested in analyzing the trends of participation of armed juvenile probation departments in Pennsylvania.

7. UNFINISHED (OLD) BUSINESS:

NONE

8. NEW BUSINESS:

- Request for Initial CFI Status:
 - ✓ David Jones, Greene County Probation
 - ✓ Lucas Kiger, Greene County Probation

MOTION 1001.03 Motion made by Commissioner Repard to approve Certified Firearms Instructor status for David Jones and Lucas Kiger. Motion seconded by Commissioner Graybill and it was passed by a unanimous voice vote.

- Request for Renewal of CFI Status:
 - ✓ Christopher Bersch, Pike County Juvenile Probation
 - ✓ Christopher Colondrillo, Cumberland County Adult Probation
 - ✓ Robert Wolff, Pike County Adult Probation

MOTION 1001.04 Motion made by Commissioner Repard to approve the renewal of Certified Firearms Instructor Status for Christopher Bersch, Christopher Colondrillo, and Robert Wolff. Motion seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

9. LEGAL ISSUES AND COMMENT:

- Advisor Linda Laub discussed the issuance of retired law enforcement officer identification cards.

10. PUBLIC COMMENT AND QUESTIONS: NONE

EXECUTIVE SESSION 11:22 -11:48

11. ADJOURNMENT:

MOTION 1001.05 Motion made by Commissioner Graybill to adjourn at 11:49 a.m. Motion seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

Respectfully Submitted,

Todd Burns
Executive Director