



# pennsylvania

FIREARM EDUCATION AND TRAINING COMMISSION

July 28, 2011

A regular meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:02 a.m. on July 28, 2011 at the Courtyard Marriott, 1730 University Drive, State College, PA 16803. The following Commissioners (\*) and other individuals were present:

Chairman R. Scott Schlechter*	Mr. Gregory Young, Advisor (PBPP)
Vice Chairman Keith Graybill*	Mr. Conway Bushey, Advisor
Commissioner Michelle Beaver*	Mr. Thomas Dougherty, Advisor (PBPP)
Commissioner P. Beth Dombrowsky*	Mr. John Yarnell, Guest
Honorable Lloyd White*	Mr. Erik Christensen, Guest
Commissioner Thomas Schuster*	Mr. William Erickson, Guest
Mr. Todd Burns, Executive Director	Mr. James Gunderman, Guest
Mr. Nicholas Klimowicz, Adm. Officer	Mr. James Lombardo, Guest
Ms. Diane Schaeffer, Secretary	Mr. James Jendrysik, Guest
Ms. Linda Laub, Advisor (PBPP)	Ms. Sherry Tate, Guest

## 1. CALL TO ORDER and PLEDGE of ALLEGIANCE

- The Honorable Lloyd White, Acting Chairman, PBPP, was introduced to all members of the Commission.
- Ms. Sherry Tate, Director, Office of Policy, Legislative Affairs and Communications, PBPP, was introduced to all members of the Commission.
- Chief Jamie Jendrysik and Mr. James Lombardo, Lawrence County Adult Probation, were introduced to all members of the Commission.

## 2. REVIEW and APPROVAL of the MINUTES of the PREVIOUS MEETING:

**MOTION 1107.01:** Motion made by Commissioner Beaver to accept and approve the minutes from May 19, 2011 meeting. Motion was seconded by Commissioner Graybill and it was passed by a unanimous voice vote.

## 3. ANNOUNCEMENTS:

### □ Chairman Schlechter

- ✓ Chairman Schlechter discussed a SIMUNITION® certification event, which took place at the Lancaster County Fire Training Center.

### □ Todd Burns, Executive Director

- ✓ Executive Director Burns announced Governor Corbett has nominated Mr. Craig McKay and Mr. Michael Potteiger as Board members of the State Board of Probation and Parole, as well as appointing Mr. Lloyd White as Acting Chairman of the State Board of Probation and Parole.
- ✓ Executive Director Burns announced that the Bureau of Commonwealth Payroll Operations, Travel Audit Section has prepared tentative rates for the use of vehicles both personal and state to travel on state business. This proposal has not been approved yet by the Commonwealth.
- ✓ Executive Director Burns discussed how he and Mr. Nicholas Klimowicz, Adm. Officer have traveled to several community colleges throughout Pennsylvania to evaluate possible locations for future SIMUNITION® training events.
- ✓ Executive Director Burns announced that Lawrence County Juvenile Probation Department is now preparing to attend a Basic Training. This event will be held in Lawrence County in September 2011.
- ✓ Executive Director Burns stated that Washington County is still awaiting the approval to arm from their President Judge.
- ✓ Executive Director Burns announced that Luzerne County Probation staff have contacted the Commission for information on becoming an armed department.

- ✓ Executive Director Burns announced there will be a Certified Firearm Instructor conference on March 13-14, 2012. The location of this conference is tentatively scheduled to be Toftrees in State College.
- ✓ Executive Director Burns announced that both he and Mr. Nicholas Klimowicz received notice to attend Jury Duty in Dauphin County the week of August 1-5, 2011.

#### **4. REPORTS of OFFICERS and STANDING COMMITTEES**

- **Chairman Schlechter – NONE**

- **Executive Director Burns:**

- ✓ Executive Director Burns reported a fund balance of \$674,067. Excluding current commitments the balance is \$1,131,421.
- ✓ Executive Director Burns provided a handout tracing the commission's finances from its inception.
- ✓ Executive Director Burns reported on the 63<sup>rd</sup> and 64<sup>th</sup> Basic Firearms Training Academies. The 63<sup>rd</sup> trained fourteen officers with one failure. The 64<sup>th</sup> Basic Firearms Training Academy trained fifteen officers with two failures.
- ✓ Executive Director Burns reported that version 1.6 of FCTMS has gone live. An FCTMS WebEx training will follow.
- ✓ Executive Director Burns updated the commissioners on the status of the recent commission nominations.

- **POLICY COMMITTEE:**

- ✓ Executive Director Burns recapped the last meeting items including amendments to the regulations, including updating the website address, changing the timeframe on 79.26(b), and dropping the waiver language from 79.26(d).
- ✓ Commission officer election procedures.
- ✓ An inquiry from Fayette County Adult Probation asking for a change to the Range Safety Form # 1 to include physical disability, mental health, and protection from abuse order questions. The Policy Committee members concluded that the current form is adequate.

- ✓ Executive Director Burns reported that Chief Chapman, Wayne County Probation had e-mailed him with concerns regarding the recently adopted weapon discharge procedures [MOTION 1105.03]. The Policy Committee members were satisfied with the current procedures.
- ✓ Executive Director Burns reported on correspondence received from the Dauphin County Adult Probation Department inquiring whether work release officers should be considered as probation officers. This issue will be discussed as new business.

□ **CURRICULUM COMMITTEE:**

- ✓ Erik Christensen, Chairman, reported that the Curriculum Committee has continued working on updating and revising the Basic Training Academy (Course 1) curriculum.
- ✓ Erik Christensen reported he had participated in a training event that would be beneficial for future trainings. Mr. Christensen is requesting approval from the commission for funding for this event, called Tactical Practical Medical training.
- ✓ Eric Burkholder and Dave Mink's MI applications and credentials were reviewed. The committee supports their requests for MI status.

**MOTION: 1107.02:** Motion made by Commissioner Dombrowsky to approve the expenditure of up to \$5,000.00 to contract the Tactical Practical Medical training. Motion was seconded by Commissioner White and was passed by a unanimous voice vote.

**5. REPORTS of SPECIAL COMMITTEES:**

□ **SAFETY COMMITTEE:**

- ✓ Executive Director Burns announced the committee will meet on Friday, July 29, 2011 in State College.

□ **FISCAL COMMITTEE:**

- ✓ The committee has not met but Committee Chairman Graybill recommended a survey to research the level of interest in different training events for 2012.

**6. UNFINISHED (OLD) BUSINESS:**

- ✓ Mandatory First In-Service
  - Executive Director Burns discussed that at the last meeting the commissioners wanted a history of the motions which require a prescribed course as an officer's initial in-service course.

**MOTION 1107.03:** Motion was made by Commissioner Graybill to rescind prior motions 0703.05 and 0703.06, which required that the initial in-service training course an officer must take after completing the Basic Training Academy be Course 3 or Course 5. Motion was seconded by Commissioner Dombrowsky and it was passed by a unanimous voice vote.

Upon completion of a Basic Firearm Training Academy (Course 1), continuing education credit will be granted for any commission in-service training event an officer attends.

**7. NEW BUSINESS:**

□ **Request for Initial CFI Status:**

- ✓ Joseph Cockerill, Philadelphia County Juvenile Probation
- ✓ Andrew Crowl, Lawrence County Adult Probation
- ✓ Andre Dyer, Lebanon County Juvenile Probation
- ✓ Kevin Kelley, Lawrence County Adult Probation

**MOTION 1107.04:** Motion was made by Commissioner Schuster to approve initial Certified Firearms Instructor Status for Joseph Cockerill, Andrew Crowl, Andre Dyer, and Kevin Kelley. Motion was seconded by Commissioner Beaver and was passed by a unanimous voice vote.

□ **Request for Renewal of CFI Status:**

- ✓ Douglas Angelo, Westmoreland County Juvenile Probation
- ✓ John Flite, Philadelphia County Adult Probation
- ✓ Matthew Lewandowski, Crawford County Adult Probation

**MOTION 1107.05:** Motion was made by Commissioner Graybill to approve the renewal of Certified Firearm Instructor status for Douglas Angelo, John Flite, and Matthew Lewandowski. Motion was seconded by Commissioner Dombrowsky and was passed by a unanimous voice vote.

□ **Request for Initial Master Instructor Status:**

- ✓ Eric Burkholder, Berks County Juvenile Probation
- ✓ Dave Mink, Allegheny County Juvenile Probation

**MOTION 1107.06:** Motion was made by Commissioner Schuster to approve Master Instructor status for Eric Burkholder and David Mink. Motion seconded by Commissioner White and was passed by a unanimous voice vote.

□ **Request for Renewal of Master Instructor Status:**

- ✓ James Schriener, Lycoming County Juvenile Probation

**MOTION 1107.07:** Motion was made by Commissioner Graybill to approve the renewal of Master Instructor status for James Schriener. Motion seconded by Commissioner Dombrowsky and was passed by a unanimous voice vote.

□ **Chief Chapman Comments on AD Procedures:**

- ✓ It was the opinion of the Policy Committee that the current procedures and Form 49 do not represent an excessive requirement on departments. The commissioners took no action on this issue.

□ **Lawrence County In-House In-Service Credit issues:**

- ✓ There was some miscommunication regarding this event which led to issues with instructor/student ratios and non-Course 4 certified instructors assisting in the training. The curriculum committee reviewed the circumstances around the event and concluded credit should be awarded to the students and constructive credit should be awarded to all the instructors. Chief Jamie Jendrysik of Lawrence County Adult Probation and Commission CFI James Lombardo were in attendance at the meeting to provide additional information about this event.

**MOTION 1107.08:** Motion was made by Commissioner Dombrowsky to approve 2011 in-service credit for attendees of the Lawrence County Adult Probation in-house Course 4, Wounded Officer Survival Tactics training and to move that CFI Tracy Veri be given constructive credit for assisting with the instruction. Motion seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

□ **Work Release Armed Status:**

- ✓ Mr. James Gunderman, Dauphin County Adult Probation discussed his request that the commission offer Act 158 training to Dauphin County Work Release Officers. The issue was tasked to the Policy Committee for further action.

**8. Legal Issues and Comment: NONE**

**9. Public Comment and Questions:**

- ✓ Mr. Jim Gunderman requested that the commission devise procedures that would allow more officers to attend train the trainer classes.

**10. Adjournment:**

**MOTION 1107.09:** Motion was made by Commissioner Schuster to adjourn at 11:37 a.m. Motion was seconded by Commissioner Schlechter and it was passed by a unanimous voice vote.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Todd Burns", with a long horizontal flourish extending to the right.

Todd Burns  
Executive Director