



# pennsylvania

FIREARM EDUCATION AND TRAINING COMMISSION

March 24, 2011

A regular meeting of the County Probation and Parole Officers' Firearm Education and Training Commission convened at 9:01 a.m. on March 24, 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. John Manning, Advisor (PBPP)
Vice Chairman Keith Graybill (*)	Mr. Conway Bushey, Advisor
Commissioner Michelle Beaver (*)	Mr. Thomas Dougherty, Advisor (PBPP)
Commissioner P. Beth Dombrowsky (*)	Mr. Greg Young, Advisor (PBPP)
Mr. Todd Burns, Executive Director	Mr. William Erickson, Guest
Mr. Nicholas Klimowicz, Adm. Officer	Hon. Thomas K. Kistler, Guest
Ms. Diane Schaeffer, Secretary	

## 1. CALL TO ORDER and PLEDGE of ALLEGIANCE

- Chairman Schlechter presented a plaque to the Honorable Thomas King Kistler for his service as a Commissioner.

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

**MOTION 1103.01:** Motion was made by Commissioner Dombrowsky to accept and approve the minutes from the February 9, 2011 meeting. Motion was seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

## 3. ELECTION of OFFICERS UPDATE:

- **John Manning**
  - ✓ Advisor Manning reviewed the process of the election of officers from the February 2011 meeting.

**MOTION 1103.02:** Motion was made by Commissioner Beaver to close the nomination of officers. Motion was seconded by Commissioner Dombrowsky and it was passed by a unanimous voice vote.

- ✓ There was a unanimous voice vote to appoint R. Scott Schlechter as Commission Chairman and Keith Graybill as Commission Vice-Chairman.

#### **4. ANNOUNCEMENTS:**

##### **□ Chairman Schlechter**

- ✓ Chairman Schlechter reported a Course 7 Weapon Retention pilot event was conducted in Cumberland County on March 17, 2011.
- ✓ Chairman Schlechter announced Course 7 Weapon Retention Train the Trainer events are scheduled for March 29, 31, and April 5<sup>th</sup>.

##### **□ Todd Burns, Executive Director**

- ✓ Executive Director Burns announced the death of Amanda Riston, Allegheny County Adult Probation Department.
- ✓ Executive Director Burns discussed a news article about special funds in Pennsylvania.
- ✓ Executive Director Burns announced that York County Adult Probation has enrolled 20 officers in the 2011 Basic Training Academy.
- ✓ Executive Director Burns announced that York County Juvenile Probation is anticipating arming officers when they receive an Administrative Order from the President Judge. There was discussion regarding Lehigh County Juvenile Probation also arming officers.
- ✓ Executive Director Burns announced that Commissioner Thomas Schuster will not seek another term. The Council of Juvenile Chief Probation Officers is endorsing Chief John Yarnell of Sullivan/Wyoming Juvenile Probation to replace him on the Commission.
- ✓ Executive Director Burns announced that Mr. Erik Chrisensen was endorsed by the County Chief Adult Probation and Parole Officers Association of Pennsylvania to fill the Commissioner vacancy left by Robert Repard.
- ✓ Executive Director Burns reported Commissioners Schlechter and Beaver's terms will soon expire.
- ✓ Executive Director Burns announced Mr. John Yarnell, Sullivan County Probation will be conducting a Course 6 Laser Shot in-house event.

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

##### **□ Chairman Schlechter: - NONE**

□ **Executive Director Burns:**

- ✓ Executive Director Burns reported a fund balance of \$661,219.00 and provided a current expenditure report to the Commissioners.
- ✓ Executive Director Burns discussed a request from the Harrisburg Area Community College staff requesting additional information to assist with scheduling officers for in-service training courses.
- ✓ Executive Director Burns reported there is no movement on amendments to the Regulations.

□ **POLICY COMMITTEE – NONE**

□ **CURRICULUM COMMITTEE**

- ✓ Chairman Schlechter discussed:
  - The Curriculum Committee has approved Nicholas Klimowicz to attend the Pa. Board of Probation and Parole, Certified Firearm Instructor course April 11-15, 2011.

**MOTION 1103.03:** Motion was made by Commissioner Dombrowsky to approve Nicholas Klimowicz to attend the Pa. Board of Probation and Parole Certified Firearm Instructor Course April 11-15, 2011 and in addition to allow Executive Director Todd Burns conduct training with Mr. Klimowicz at the Palmyra Sportsmans Association range using ammunition provided by the Firearm Education and Training Commission. Motion was seconded by Commission Beaver and it was passed by a unanimous voice vote.

- The Course 7 Weapons Retention Train the Trainer events are scheduled at the Shumaker Pulic Safety Center on March 29, March 31<sup>st</sup> and April 5<sup>th</sup>.
- A training conference for Certified Firearm Instructors is needed to overview the new Basic Course. It is planned that this event will take place at the Toftrees Hotel and Resort in the Spring of 2012.
- The revised Basic Course of Fire has been completed.
- At the Course 7 Weapons Retention pilot event some students were experiencing small cuts on their hands. It was recommended that students be allowed to wear tactical gloves.

- The Curriculum Committee requested the Commission approve the Course 7 Weapon Retention curriculum as an approved Continuing Education training event.

**MOTION 1103.04:** Motion was made by Commissioner Graybill to approve and accept the Course 7 Weapon Control / Weapon Retention and Disarming as a Firearm Education and Training Commission continuing education curriculum. Motion was seconded by Commission Beaver and it was passed by a unanimous voice vote.

- All Instructors who instructed the Course 7 Weapon Retention pilot training event will be given credit for their 2011 mandatory continuing education requirement.

## 6. REPORTS of SPECIAL COMMITTEES

### □ **Officer Safety Research Committee**

✓ **Executive Director Burns** reported to the Commissioners on behalf of the committee and recapped the meeting that had taken place on March 15, 2011. Items included:

- Best Practices Template.
- Procedures for weapon discharge inquiries.
- Updating first aid equipment at basic training events such as an Automated External Defibrillator and trauma medical bag.

**MOTION 1103.05:** Motion was made by Commissioner Dombrowsky to approve the Firearm Education and Training Commission staff to purchase an Automated External Defibrillator and first aid trauma equipment up to \$5000.00. Motion was seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

### □ **Fiscal Committee:**

✓ Commissioner Graybill discussed the cost the Commission pays for re-certification for Instructors who attend SIMUNITION® including meals, mileage, overnight subsistence, and lodging. Executive Director Burns will research the motion that initiated this reimbursement.

## 7. UNFINISHED (OLD) BUSINESS

- **None.**

## 8. NEW BUSINESS

- **Request for Initial CFI Status:**

- ✓ Craig Christensen, Erie County Adult Probation Department
- ✓ Jancy Seus, Erie County Adult Probation Department

**MOTION 1103.06:** Motion was made by Commissioner Beaver to approve the initial Certified Firearms Instructor Status for Craig Christensen and Jancy Seus. Motion was seconded by Commissioner Dombrowsky and it was passed by a unanimous voice vote.

□ **Request for Renewal CFI Status:**

- ✓ Lee DeMarco, Fayette County Adult Probation Department
- ✓ Richard Donnelly, Allegheny County Adult Probation Department
- ✓ Robert Kraus, Allegheny County Adult Probation Department
- ✓ Michael Terry, Crawford County Adult Probation Department

**MOTION 1103.07:** Motion was made by Commissioner Graybill to approve the renewal of Certified Firearms Instructor status for Lee Demarco, Richard Donnelly, Robert Kraus, and Michael Terry. Motion was seconded by Commissioner Beaver and it was passed by a unanimous voice vote.

**9. LEGAL ISSUES and COMMENTS:**

Mr. John Manning discussed a recent use of force court decision.

**10. PUBLIC COMMENT and QUESTIONS:**

- Chairman Schlechter recommended changing the September 8, 2011 meeting date to September 20-21, 2011 in conjunction with the County Chief Adult Probation and Parole Officers Association of Pennsylvania conference at the Toftrees Hotel and Resort.

**11. ADJOURNMENT:**

**MOTION 1103.08:** Motion was made by Commissioner Beaver to adjourn at 10:30 a.m. Motion was seconded by Commissioner Dombrowsky and it was passed by a unanimous voice vote.

Respectfully Submitted,

*Todd Burns*

Todd Burns  
Executive Director