

**SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD**

**Minutes of the February 28, 2017 Meeting**

Members Present

Carmen DeLuca  
David Godfrey  
Todd A. Martin  
Wayne E. Nothstein  
Eric Weaknecht  
Kevin Wevodau  
Amy Withrow

Members Absent

None

Commission Staff Present

Doug Hummel  
Matthew Leonard  
Bob Merwine  
Don Numer  
John Pfau  
Beth Romero  
Deb Sandifer  
James Stank  
Deb Williams

Others Present

Penn State University  
Michael Ecker  
Steve Shelow

Penn State University – Fayette Campus  
Ted Mellors  
Tony Mucha

Temple University  
Anthony Luongo  
Christie Willard

PA Sheriffs' Association  
Beth Appleby  
Tom Maioli

Sheriffs  
Anthony Harvilla, Carbon Co.  
Mark Lusk, Lycoming Co.  
Michael Slupe, Butler Co.

Philadelphia Office of the Sheriff  
Angelinel Brown  
Paris Washington

The February 28, 2017 meeting of the Sheriff and Deputy Sheriff Education and Training Board (SDSETB) was called to order by Chairman Carmen DeLuca, at 9:00 a.m., at the Pennsylvania Commission on Crime and Delinquency (PCCD), 3101 North Front Street, Harrisburg, PA 17110.

Mr. Don Numer, PCCD, introduced and welcomed Mr. Tom Maioli, who was recently hired as the Executive Director of the Pennsylvania Sheriffs' Association (PSA). He also introduced Mr. Michael Ecker, Director of the Sheriff and Deputy Sheriff Training Academy at Penn State. Mr. Numer introduced Mr. James Stank. Mr. Stank is an employee of the PCCD and provides fiscal support services.

Chairman DeLuca asked if everyone had an opportunity to review the minutes from the December 7, 2016 Board meeting. He stated that if there were no questions, then he would entertain a motion to approve the minutes.

Lieutenant David Godfrey made a motion to approve the minutes from the December 7, 2016 meeting. Sheriff Todd Martin seconded the motion. Chairman DeLuca asked if there was any Board discussion or public comment regarding the minutes. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Ms. Beth Romero, PCCD, reviewed the SDSETB fiscal report for state fiscal year 2016-2017, period ending December 31, 2016.

The balance carried forward from the previous fiscal year was \$4,142,258.97. Fee collections through December 31, 2016 were \$1,928,106.00. Estimated fee collections for the remainder of the fiscal year were \$2,266,513.00. The total available funds as of June 30, 2017 were \$8,336,877.97. This total included both actual and the estimated fee collections for the fiscal year, through June 30, 2017.

The total expenditures as of December 31, 2016 were \$3,511,639.73. The total cumulative expenditures and commitments as of December 31, 2016 were \$10,858,260.37. That included \$332,189.71 of administrative expenditures and commitments. The break-down of the administrative costs were reported on page 19 of the meeting packet. The total uncommitted fund balance as of December 31, 2016 was negative \$2,521,382.40.

Mr. Numer explained that the fiscal report is a "snap shot" in time. He stated that contracts that have ended are in the process of being closed and the unspent money will

be returned to the Training Account. The report reflects commitments beyond the current fiscal year, while revenue projections are only included for the current fiscal year. Mr. Numer stated that the fiscal report is not good, but that it is not as bad as it appears.

Lieutenant Godfrey made a motion to approve the SDSETB fiscal report for state fiscal year 2016-2017, period ending December 31, 2016. Commissioner Wayne Nothstein seconded the motion. Chairman DeLuca asked if there was any Board discussion or public comment regarding the fiscal report. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Mr. Numer reviewed the SDSETB Training Fund Projection Report found on page 17 of the meeting packet. In addition, Mr. Numer reviewed the Fee Collection Report, Administrative Expenses Report, and the Training Contract Purchase Order Report. He explained that the reports were provided as information for discussion and did not require approval.

Mr. Numer stated that during the 2017-2018 fiscal year, the training account is projected to be down to a \$1 million dollar account balance. We will have a negative balance at some point during the 2018-2019 fiscal year. Mr. Numer stated that counties remit their fee collections twice per year. The account averages approximately \$4 million in revenue each year. Mr. Numer explained that revenue typically increases when the economy is weak due to an increase in services to include mortgage foreclosures, etc. Mr. Numer reviewed the administrative expenses as reported on page 19 of the meeting packet. He explained that this is the costs associated to support services provided by the PCCD staff. Mr. Numer stated that administrative costs have decreased by approximately 25 percent from the 2014-2015 fiscal year to the 2015-2016 fiscal year. The PCCD is trying to reduce administrative costs for the 2016-2017 fiscal year, but will not have the actual costs until after June 30, 2017.

Mr. Numer reviewed the Purchase Order Contract report provided on page 20 of the meeting packet. The Basic Training Delivery Contract with Penn State University will end December 31, 2017. The Curriculum Development Contract with Penn State Fayette and the Continuing Education Training Delivery Contract with Temple University will both end on June 30, 2017. New contracts will need to be entered into upon the expiration of the current contracts.

Mr. Numer reviewed the report detailing the impact of the projected funding shortfall. This report was included on page 21 of the meeting packet. He informed the SDSETB that House Bill 388 was introduced in the Legislature, which proposes increasing the fee collections that support the Sheriff and Deputy Sheriff Training Fund from \$10.00 to \$20.00. If this legislation is enacted, it may not have an effective date until

approximately 60 days from the date the law is passed. In addition, it could take up to six months until the fund showed an increase in revenue.

Mr. Numer stated that the SDSETB has limited options to reduce training costs. He explained Option #1 would be to cancel all the Instructor Certification courses for 2017. During the December 7, 2016 meeting, the Board chose not to cancel any of these classes. If the classes were cancelled, the projected savings would be approximately \$222,000.00. The savings would be split between contract cost savings and saving from not having to provide training reimbursements.

Mr. Numer explained Option #2. He stated that the SDSETB could cancel the optional on-line training courses. Only 34 deputies utilized these courses during 2016. Cost saving would be approximately \$3,000.00.

Mr. Numer explained Option #4 prior to Option #3. Option #4 would be to suspend all training reimbursements to counties for training completed. This is not an actual savings, but as much as \$2,800,000.00 a year would be delayed. The Training Act requires the reimbursement. The Board could approve to suspend processing the requests until the fund is more stable. If approved, the PCCD would also need to vote on the decision to suspend reimbursements. The next PCCD meetings are scheduled for March 8, 2017 and June 14, 2017.

Mr. Numer explained Option #3. This option would be to establish a minimum projected balance for the training account. Reimbursements would only be processed as to maintain the minimum account balance. Mr. Numer projected that without a fee increase, this option would only slow the reimbursement process until such time the reimbursements would need to be suspended.

Chief Staff Inspector, Paris Washington, Philadelphia Office of the Sheriff stated that deputies in his office are not reimbursed until the county receives reimbursement from the Training Account. Sheriff Eric Weaknecht asked if his office pays the deputies their salary prior to receiving reimbursement. Chief Washington stated that the deputies are paid their salary. Mr. Numer stated that reimbursement occurs after payment is made. Sheriffs should not be requesting reimbursement if they are not reimbursing their deputies. Chief Washington stated that his office is considering providing deputies with agency vehicles to car-pool to training. This would provide a savings on reimbursements of travel costs. Currently, his deputies travel alone in their personal vehicles.

Sheriff Weaknecht suggested that it may be time to consider suspending reimbursements. He stated that it may prompt the County Commissioners to pressure the Legislature to support the proposed House Bill 388 to increase the fees. Commissioner Nothstein asked if it was possible to reduce reimbursements to 50%. Chief Washington stated that his office remits the reimbursements to the City of Philadelphia. Sheriff Weaknecht stated that his County pays/reimburses the deputies and then receives the reimbursement from the Commonwealth. Mr. Numer stated that it would be difficult to reduce reimbursements to 50%. The Training Act provides for 100% reimbursement and the

Sheriff and Deputy Sheriff Information System (SDSIS) that manages the reimbursements is configured to limit the number of reimbursements per training attendance. It could be costly to adapt the system to provide for partial reimbursements.

Commissioner Nothstein stated that if the Instructor Training Courses are eliminated there would be an increase in costs for the counties to provide training through private providers. Mr. Numer stated that if the SDSETB was considering eliminating the Instructor Courses, that he would recommend maintaining the Firearms and Patrol Rifle Instructor Re-Certification Courses. These classes are not as costly as the initial instructor classes and maintaining these would support the current instructors. Sheriff Weaknecht stated that the Board should not eliminate the Instructor Certification Program. Sheriff Martin agreed. Commissioner Nothstein stated that Option #1 (eliminating the Instructor Training Program) was not an option for him. Mr. Numer stated that Option #3 (slowing the reimbursement process) does not send the message for the need for a fee increase.

Chairman DeLuca asked if there was any known opposition to the proposed House Bill 388. Sheriff Michael Slupe, Butler County, stated that the legislation has support. He stated that during the December 7, 2016 meeting of the SDSETB he had asked for a letter of support for House Bill 388 from the Board. Mr. Bob Merwine, PCCD, stated that a letter was drafted and a few edits were needed. Mr. Numer stated that he included the changes and re-submitted the letter for approval. Sheriff Slupe asked if he would receive the letter with the next two weeks. Mr. Merwine stated that the letter should be completed within a week.

Sheriff Mark Lusk, Lycoming County, stated that the same legislation was previously introduced in the Senate and was approved unanimously by the Senate Judiciary Committee. The Senate Bill was not voted on by the Legislature during the Fall 2016 session. Mr. Numer expressed concern regarding the current proposed House Bill 388. He stated that the Legislature is only scheduled for session a few days each month until May and June arrive. He said that the Commonwealth's Budget will be the primary focus and the proposed fee increase may not get addressed. Sheriff Slupe stated that it is important for this Bill to be approved by the House Judiciary Committee. He acknowledged that it may be difficult.

Lieutenant Godfrey stated that he supports suspending reimbursements. Mr. Numer stated the options are to: do nothing, slow down the reimbursement process, or to suspend the process. Commissioner Nothstein asked if the Board could set a date to suspend reimbursements. Mr. Numer stated that the decision to suspend reimbursements needs the approval of the PCCD. The next SDSETB meeting is May 19, 2017 and the next PCCD meeting following our meeting would be in June.

Commissioner Nothstein made a motion to suspend training reimbursement requests effective July 1, 2017, pending the approval of the PCCD. Sheriff Weaknecht seconded the motion. Chairman DeLuca asked if there was any Board discussion or public

comment regarding the motion. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Mr. Numer informed the SDSETB that the third Basic Training Class for 2017 has been suspended. In addition, the fifth Waiver Training Class for 2017 was suspended. Mr. Numer explained that based on an analysis of training statistical information, both classes did not need to be conducted. Letters and training rosters were sent to all Sheriffs that had deputies in need of attending Basic or Waiver Training, informing them of the reduction in classes. Mr. Numer stated that the training population need did not support hosting the two classes. Staff will continue to monitor the training needs. Should the need arise, Penn State needs a 60 day notice to host either class. Mr. Numer said that he would provide an update at the May 2017 meeting.

Mr. Numer stated that Sheriff Slupe, the President of the Sheriffs' Association, has expressed the association's concern to have the Legislature address defining the sheriff's law enforcement authority. He stated that Sheriff Slupe had inquired about the possibility of requiring the yearly completion of continuing education training. Currently, deputies are required to complete 20 hours of training every two years. Mr. Numer explained that the municipal police officers are required to complete not less than 20 hours every two years. He stated that municipal police certifications are valid for two years and they have the option to complete all the training in one year or over the course of two years. Mr. Numer explained that municipal police are not completely doing training every year.

Mr. Numer stated that it could be possible to provide annual continuing education training, but it would increase costs. Costs would increase in curriculum development, training delivery, reimbursements, and increased staff support. The current financial situation does not support increasing training requirements. In addition, the sheriffs would need to support an action to increase training requirements. Mr. Numer stated that a new contract is needed for the next continuing education training cycle, which begins July 1, 2017. Staff and Temple University have been developing the provisions of the next contract. Increasing training requirements is something to consider in the future.

Sheriff Slupe informed the SDSETB that House Bill 466 was recently introduced by Representative Jim Marshall. This proposed legislation includes clarifying the authority of the sheriff and his/her deputies and provides for annual continuing education. Sheriff Slupe stated that the continuing education training could be provided on-line. This would reduce costs associated with conducting live classes and the associated reimbursements. He said it would save time and money.

Mr. Numer stated that should this legislation be enacted, the SDSIS would need to be upgraded to account the added tracking of training requirements and attendance.

Lieutenant Godfrey stated that the current continuing education training format could change to require the four hours of Legal Updates to be completed on-line and the remaining 16 hours of required training to be taught in the classroom. He said this would save money and before any consideration, it should be discussed with all the sheriffs.

Mr. Numer stated that it will cost money to save money. This is true whether training requirements are required by a change in legislation or through the "will of the Board." Sheriff Slupe stated that the Association surveyed the sheriffs. The Association and sheriffs can encourage deputies to complete the current on-line legal updates course.

Mr. Numer informed the SDSETB that the Municipal Police Officers' Education and Training Commission (MPOETC) has been accepting waivers for the Act 235 Lethal Weapons Training Program, for constables showing proof of their firearms certification through PCCD. The Act 235 training is being waived for those who have their employer sign off on the waiver that they have received firearms training to the standards of Act 235. Constables are independent contractors. Mr. Numer stated that this was an issue with deputy sheriffs back in 1996 and the Board did not authorize signing any waiver of training. The Board did not want to create a potential liability issue. Mr. Numer informed the Board that he instructed all of our contractors not to sign any documentation regarding an Act 235 waiver. Mr. Numer stated that we train sheriffs and deputy sheriffs, not private security personnel.

Chief Washington stated that the old Private Detective Act had a lot of issues and that is when Act 235 training was created. He stated that the current Act 235 training is not equal to what is taught at the Sheriff and Deputy Sheriff Training Academy or at Act 120 Training. Lieutenant Godfrey stated that the MPOETC only require the sign off proof of employment status.

Mr. Maioli asked if he could receive a Board packet prior to the day of the meetings. Mr. Numer stated that he will send him a packet. Mr. Maioli stated that he toured the Sheriff and Deputy Sheriff Academy and spoke with Mr. Steve Shelow, Executive Director of the Penn State Justice and Safety Institute. During their meeting they spoke about the cheating issues at the Pennsylvania State Police Academy. Mr. Shelow stated that he was confident the academy has the appropriate testing protocols and instructor review sessions. Mr. Numer stated that he sent all our contractors the report regarding the PSP cheating scandal for their review. Mr. Numer stated that each basic training course has multiple test versions. In addition, our curriculum is updated every three years or more frequent. Penn State uses an electronic test bank to create exams. Mr. Shelow stated that there is a fine line between conducting an appropriate test review and teaching the test. Mr. Numer stated that all course curriculum includes a "check your understanding" section which is used for reviews. This section includes both information that is tested and other information that is not tested.

Mr. Numer informed the SDSETB that Mr. Charles Ramsey was recently appointed as the Chairman of the PCCD. He has a law enforcement background, having previously worked for the Chicago Police Department, Washington D.C. Police Department, and as

the Commissioner of the Philadelphia Police Department. Mr. Numer stated that Chairman Ramsey will tour the Basic Training Academy on April 4, 2017. Chief Washington stated that Mr. Ramsey strongly supports the education of law enforcement.

Mr. Douglas Hummel, PCCD, reviewed the time extension request submitted by Sheriff Brian Szumski, Luzerne County, for Deputy Gregory Perez. Deputy Perez's training due date is June 1, 2017. Deputy Perez was attending municipal police officer's training and needed more time to complete that training so he would be eligible to attend the Waiver Training Program. In addition, there was the possibility of a pending military deployment. The request did not comply with the SDSETB Policy and no motion was made.

Mr. Hummel reviewed the time extension request submitted by Sheriff Nick Hoke, Crawford County, for Deputy Jeffrey Leguard. Deputy Leguard's training due date is April 10, 2017. The request was to extend his training due date to October 10, 2017, to allow for more time needed to attend continuing education training due to a manpower shortage. The request complied with the SDSETB Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Robert Fyock, Indiana County, for Deputy John Blake. Deputy Blake's training due date was January 30, 2017. The request was for more time needed to attend continuing education training in Altoona on March 10, 2017. The request complied with the SDSETB Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Gary Hartman, Mercer County, for Deputy Gary Sawor. Deputy Sawor's training due date was January 30, 2017. The request was for more time needed to attend continuing education training in Clarion on March 17, 2017. The request complied with the SDSETB Policy.

Lieutenant Godfrey made a motion to approve the time extension requests for Deputy Jeffrey Leguard, Deputy John Blake, and Deputy Gary Sawor. Sheriff Weaknecht seconded the motion. Chairman DeLuca asked if there was any Board discussion or public comment regarding the motion. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Mr. Hummel reviewed the list of Time Extensions approved by the Training Supervisor. Time extensions were approved for deputies: Karen Butler-Brown, Philadelphia County; Antonio Castro, Philadelphia County; Gregory Lee, Philadelphia County; and Courtney Staley, Luzerne County. This was for informational purposes and did not require SDSETB action.

Mr. Hummel reviewed the Partial Training Waiver Applications that were approved by the Training Supervisor. These waivers were in accordance with the Training Policy. This was for informational purposes and did not require SDSETB action.

Mr. Numer reviewed the Certification Revocation Request submitted by York County. The request was to revoke the certification of Deputy Troy Senft. Deputy Senft was convicted of a misdemeanor of the first degree, specifically, Theft by Unlawful Taking. The Training Act requires the SDSETB to revoke the certification of any deputy sheriff who is convicted of a felony or misdemeanor of the first or second degree. Deputy Senft was notified of his opportunity to address the SDSETB regarding the pending action. He did not respond. Deputy Senft is no longer employed as a Deputy Sheriff in Pennsylvania. Lieutenant Godfrey stated that he would abstain from any vote, but stated that Deputy Senft's actions were a violation of public trust.

Sheriff Weaknecht made a motion to revoke the certification of Deputy Troy Senft. Commissioner Nothstein seconded the motion. Chairman DeLuca asked if there was any Board discussion or public comment regarding the motion. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Abstained: Godfrey

Mr. Numer reviewed the Certification Revocation Request submitted by Beaver County. The request was to revoke the certification of Deputy Kayla Stevenson. Deputy Stevenson was convicted of a misdemeanor of the second degree, specifically, Obstruction of Administrative Law/Other Government Function. The Training Act requires the SDSETB to revoke the certification of any deputy sheriff who is convicted of a felony or misdemeanor of the first or second degree. Deputy Stevenson was notified of her opportunity to address the SDSETB regarding the pending action. She did not respond. Deputy Stevenson is no longer employed as a Deputy Sheriff in Pennsylvania.

Sheriff Martin made a motion to revoke the certification of Deputy Kayla Stevenson. Sheriff Weaknecht seconded the motion. Chairman DeLuca asked if there was any Board discussion or public comment regarding the motion. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Mr. Hummel reviewed the instructor applications submitted by the Pennsylvania State University for Mr. Mark Ledford for Defensive Tactics and Professional Development; Mr. Donald Murdoch for Firearms; Mr. Shawn Slater for Defensive Tactics; Mr. Daniel Zeigler for Law, Professional Development, Sheriff and Deputy Safety, and Security; Mr. Dennis Fry for Law; Mr. Devon Moran for Law; and Mr. Timothy Roche for Law. Lieutenant Godfrey made a motion to approve the instructor applications for Mr. Mark Ledford, Mr. Donald Murdoch, Mr. Shawn Slater, Mr. Daniel Zeigler, Mr. Dennis Fry, Mr. Devon Moran, and Mr. Timothy Roche. Commissioner Nothstein seconded the motion. Chairman DeLuca asked if there was any additional Board discussion or public comment. No discussion ensued and the motion passed with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None

Mr. Numer reviewed the training request for Deputy Robin Robinson, Philadelphia County. Deputy Robinson attended the Sheriff and Deputy Sheriff Basic Training Academy from May 2, 2016 through September 9, 2016. She was a member of class B-16-02. Upon her expected graduation date of September 9, 2016 Deputy Robinson failed the Firearms course. Deputy Robinson repeated the Firearms course at the Basic Training Academy in October/November 2016. For the second time, Deputy Robinson failed the Firearms course.

The Philadelphia Office of the Sheriff requested that the SDSETB grant Deputy Robinson one additional opportunity to repeat the Basic Training Academy's Firearms Training. They provided certification that they have been working with her and have tested her to Academy standards and she passed for them.

Mr. Numer stated that this training request did not comply with the SDSETB Policy. Mr. Numer reviewed several options for the SDSETB to consider. One option would be to approve Deputy Robinson to return for the Firearms Module with class B-17-02. This would involve approximately 10 days spread over three weeks. Provide room and board but salary and transportation would not be reimbursed. A second option was to approve Deputy Robinson to return for the Firearms Module with class B-17-02 but room and board would have to be provided by the deputy or Philadelphia County. The third option was to disapprove. If returned, it would be for the entire B-17-02 academy class and room and board would have to be provided by the deputy or Philadelphia County. This was the only approved option for her return under SDSETB Policy without a waiver.

Chief Washington stated that Deputy Robinson was a dedicated officer. He confirmed that his firearms instructors provided additional training and verified that she was able to pass the firearms qualification. Chief Washington stated that the Philadelphia Office of the Sheriff would pay for the costs associated to lodging and meals. Lieutenant Godfrey stated that since the request did not comply with the policy, that approving such a request could open the SDSETB to many issues. Mr. Numer stated that the SDSETB approves

similar requests for additional opportunities to attempt the Physical Fitness Test. He stated that Physical Fitness and Firearms are the only two courses that you could test outside the academy setting. Mr. Kevin Wevodau stated that the Sheriff's Office should pay for the lodging and meals and the Board could consider supporting the request.

Ms. Debra Sandifer, PCCD, stated that since the Policy does not address exceptions, the Board would need to act on a motion to amend the Policy prior to any consideration to approve options one or two. Lieutenant Godfrey stated that he is concerned with acting against the Policy. No motion was made on the training request.

Mr. Shelow, Penn State University, provided the report on Basic Training. The current Basic Training Class was in week eight and 25 deputies were enrolled. He reminded everyone that the graduation ceremony for the class is May 19, 2017, beginning at 11:00 a.m. The next basic training class was scheduled to begin on May 1, 2017.

Mr. Tony Luongo, Temple University, provided the report on Continuing Education. Training was being held in Altoona and Clarion. The cycle is scheduled to end June 30, 2017 with classes to be held in Lancaster, Grantville, and Reading. He stated that a meeting was held with the PCCD program staff to plan the next training cycle, which begins in October 2017. Another meeting is scheduled to finalize the number of trainings, locations, and dates. Mr. Luongo stated that the 2017 on-line courses were available to all sheriffs and deputies.

Ms. Christie Willard, Temple University, stated that the supervisors course that just completed in Grantville had low enrollment. Only six sheriffs/deputies attended. She stated that the Instructor Development Course was scheduled for the end of March 2017, in Monroeville. In addition, The last Active Shooter Course is scheduled for April 2017, at the Temple Ambler Campus.

Mr. Ted Mellors, Penn State Fayette, informed the SDSETB that they finalized the curriculum for the 2017-2019 continuing education training cycle. Instructor development training will be held on March 21<sup>st</sup> and 22<sup>nd</sup>, 2017 to review the curriculum. His staff was beginning to work on the classes for the 2019-2021 continuing education training cycle.

Mr. Numer stated that the next SDSETB meeting is May 19, 2017, at 8:00 a.m., in State College, Pennsylvania.

Sheriff Martin made a motion to adjourn the meeting. Commissioner Nothstein seconded the motion and the meeting was adjourned with the following votes:

Voting Aye: Board Members DeLuca, Godfrey, Martin, Nothstein, Weaknecht, Wevodau, and Withrow

Voting Nay: None