



**PENNSYLVANIA COMMISSION
ON CRIME AND DELINQUENCY**

**DEPUTY SHERIFFS' EDUCATION
AND TRAINING BOARD**

2000 ANNUAL REPORT



2000 BOARD MEMBERSHIP

Carmen Deluca, Chairman
Commander, Allegheny County

Chester Hawkins, Vice Chairman
Sheriff, Clearfield County

Harry Forbes, Commissioner
Pike County

Erin Joyce
Lieutenant, Luzerne County

Lawrence D. Gerrard *
Regional Director, Eastern Regional Office
Office of Attorney General

Donald Cohick, Jr.
Deputy Sheriff, Lycoming County

Larry E. Kopko
Sheriff, Warren County

D. Webster Keogh
Judge, Court of Common Pleas
Philadelphia County

Linda Wallach Miller
Judge, Court of Common Pleas
Monroe County

* Representing Attorney General D. Michael Fisher

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Thomas W. Corbett, Jr., Esquire
Chairman, PCCD

James Thomas
Executive Director, PCCD

Civil and Criminal Training Division

Stephen Spangenberg
Manager

Donald Numer
Planner

Ronald Stern
Planner

**DEPUTY SHERIFFS' EDUCATION AND TRAINING
BOARD**

2000 ANNUAL REPORT

TABLE OF CONTENTS	PAGE
I. 2000 Annual Report	1
II. Training and Certification Programs	2
III. Basic Training Curriculum	4
IV. Tables	5
V. Training Status of Deputies Per County	6
VI. Board Financial Report	7
VII. Board Organization	8
VIII. Deputy Sheriffs' Training Bulletins	9

Deputy Sheriffs' Education and Training Board
Pennsylvania Commission on Crime and Delinquency
P.O. Box 1167, Harrisburg, Pennsylvania 17108-1167
Telephone (717) 705-3693 -- Toll Free (800) 692-7292, Option #2
FAX (717) 783-7140
www.pccd.state.pa.us

2000 ANNUAL REPORT

During its 17-year history, the Deputy Sheriffs' Education and Training Board has trained and certified 2,923 deputy sheriffs through basic training and has renewed the certification of all deputies through its biennial continuing education program. The year 2000 was the sixteenth year of deputy sheriffs' training administered by the Board and the Pennsylvania Commission on Crime and Delinquency (PCCD) under the provisions of Act 1984-2, the Deputy Sheriffs' Education and Training Act.

As detailed in its 1998 Annual Report, and further reviewed in the 1999 Annual Report, the passage of Act 1998-10 has provided a positive future for the Board's training programs. Act 10 provided an increase in the surcharge collection, which is the sole source of funds supporting Board training, and provided the Board the opportunity to expand the hours allotted for training. Act 10 designated the original levels of training as a minimum standard, which provided the Board with a long-needed opportunity to expand the hours allotted for training. Since the Fall of 1998, the Board has proceeded with its plan for the development and implementation of expanded basic training under the capability provided by Act 10.

During 1999 and 2000, the Board and its training development contractor, Temple University's Department of Criminal Justice, produced and delivered a core 560-hour pilot curriculum for pilot testing, which began in mid 2000. The Board's basic training delivery contractor, Pennsylvania State University's Justice and Safety Institute, presented the first pilot basic program from July - October 2000. A second program was presented from October 2000 - February 2001. Through a review by Temple University and feedback from Pennsylvania State University, the curriculum was revised and fine-tuned for utilization in the Spring of 2001. In addition, the development process has engaged the Board in a review and revision of the regulations, policies and procedures, which support the training programs and provide direction to staff, sheriffs' departments, and deputy sheriffs on issues related to training and certification. The Board is actively engaged in these tasks, which will continue to be pursued through 2001.

TRAINING AND CERTIFICATION PROGRAMS

Basic Training

By the end of 2000, the Deputy Sheriffs' Education and Training Board and the Pennsylvania Commission on Crime and Delinquency, in accordance with the provisions of Act 1984-2, had completed the sixteenth year of providing initial certification to newly hired deputies. To provide this initial certification, the Board has held 33 basic training classes and 21 waiver classes, certifying a total of 2,923 deputy sheriffs since 1985.

From 1985 to 1999, basic training consisted of 160 hours of instruction presented during a four-week course and included major subject areas related to the duties of a deputy sheriff: civil and criminal law and procedure; court security; prisoner transport; mechanics of arrest; crisis intervention; professional development; self-defense; first aid; and firearms. During 2000, the Board implemented delivery of an expanded, 560-hour basic training program under the provisions of Act 1998-10, which provided a significant expansion of instruction in the basic training topics noted above and related topics.

Waivers of basic training are issued for a limited class of deputies with an examination used to verify the knowledge of waiver applicants. Deputies can be granted a waiver of basic training due to their prior Pennsylvania-based law enforcement experience and training. Prior to 2000, deputies eligible for a waiver of basic training were required to attend a 40-hour, one-week waiver course, which covered the topics of civil law and procedure, court security, and prisoner transport. During 2000, the Board implemented an expanded, 101-hour waiver course to parallel the expansion of basic training.

Between 1985 and 1999, the Board's basic training delivery contractor, the Dickinson School of Law, annually provided two, four-week basic training courses and two, one-week waiver training courses. Under the pilot test phase of the basic training expansion, Pennsylvania State University will delivery four, 14-week basic training classes and four, two-and-a-half-week waiver classes on a year-round basis. During the 2000 training schedule, due to the lead time for training development, only one basic and two waiver classes were completed, with 97 deputies successfully completing training; 36 in basic training and 61 in the waiver course. 2001 will be the first year in which a full schedule of basic and waiver training classes will be accomplished.

Continuing Education

As a means of re-certifying deputies, Act 1984-2 requires attendance of continuing education every two years. The Deputy Sheriffs' Education and Training Board has organized continuing education into two-year training cycles, with the training conducted in ten locations across the Commonwealth during each cycle. During 2000, 949 deputies attended scheduled continuing education courses. The Board's continuing education training delivery contractor, Temple University Department of Criminal Justice, provides the biennial training.

Since its initial effort to develop continuing education training, the Board has viewed the program as a means of maintaining the level of proficiency of each deputy sheriff. The continuing education is designed to refresh, update and expand upon the job-related knowledge of deputies. The 1999 - 2001 continuing education curriculum included eight topics, organized into five training modules: Legal Updates; Principles of Survival; Civil Process; Prisoner Transportation; Courtroom Security; Explosive Devices; Hazardous Materials; and Emotionally Disturbed Persons.

All of the modules cover the topic of Legal Updates with the remaining seven topics spread among the modules to provide sheriffs and deputies with an opportunity to select topics relevant to their particular duties or training needs. A number of training modules are presented at each site, so departments can schedule attendance to maximize the availability of deputies for duty.

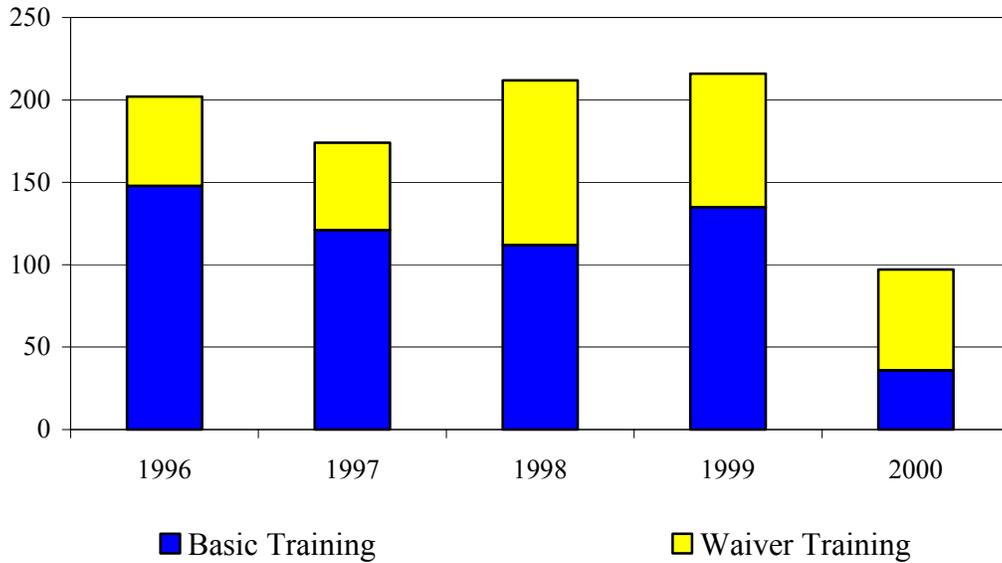
Supervisory Training

The Board has long recognized the need for more advanced training for chief deputies and veteran deputies in supervisory positions. During the 1999 – 2001 training cycle, the Board, through its continuing education training delivery contractor, Temple University, provided supervisory training to 44 supervisory deputies at three locations around the Commonwealth. This training encompassed skills needed to develop policies for their sheriff's office.

**DEPUTY SHERIFFS' BASIC TRAINING
AS PILOT TESTED 2000/01**

Topic Area	Hours
Introduction to the Criminal Justice System	12
Court System and Courtroom Security	16
Civil Law	61
Criminal Law	60
Other Legal Issues	8
Physical and Judicial Security	16
Prisoner Transportation	14
Advanced First Aid and Cardio Pulmonary Resuscitation	49
Crisis Intervention	16
Families in Crisis and Domestic Violence	8
Firearms	80
Control and Defensive Tactics	56
Less Than Lethal Weapons	10
Emergency Vehicle Operation	40
Communications	30
Cultural Diversity	8
Ethnic Intimidation and Bias Crime	8
Special Needs Groups	4
Professional Development	16
Physical Conditioning	48
	<hr/>
TOTAL	560

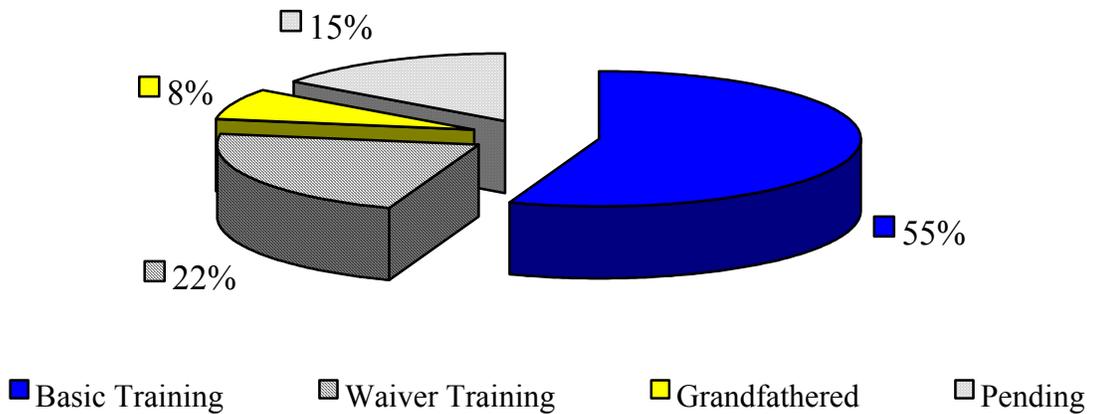
DEPUTY SHERIFF CERTIFICATIONS



Deputies Certified Per Year Through Basic And Waiver Training

Due to the development of the expanded basic training, 2000 training was limited to July through December with one basic and two waiver classes completed.

STATUS OF CURRENTLY EMPLOYED DEPUTIES By Method of Certification



DEPUTY SHERIFFS BY COUNTY: CERTIFIED VS. GRANDFATHERED

COUNTY	CERTIFIED*	GRAND-FATHERED	TOTAL	COUNTY	CERTIFIED*	GRAND-FATHERED	TOTAL
Adams	9	1	10	Juniata	8	0	8
Allegheny	142	31	173	Lackawanna	66	2	68
Armstrong	8	0	8	Lancaster	55	3	58
Beaver	35	4	39	Lawrence	12	0	12
Bedford	22	0	22	Lebanon	23	0	23
Berks	54	4	58	Lehigh	64	2	66
Blair	16	0	16	Luzerne	51	1	52
Bradford	6	0	6	Lycoming	6	3	9
Bucks	46	1	47	McKean	3	0	3
Butler	34	1	35	Mercer	13	1	14
Cambria	20	0	20	Mifflin	4	0	4
Cameron	2	1	3	Monroe	18	1	19
Carbon	10	1	11	Montgomery	92	8	100
Centre	9	0	9	Montour	11	0	11
Chester	41	1	42	Northampton	45	1	46
Clarion	12	0	12	Northumberland	10	0	10
Clearfield	8	1	9	Perry	9	2	11
Clinton	7	1	8	Philadelphia	186	29	215
Columbia	11	1	11	Pike	19	1	20
Crawford	7	2	8	Potter	0	0	0
Cumberland	29	4	33	Schuylkill	12	1	13
Dauphin	67	1	68	Snyder	7	0	7
Delaware	38	5	43	Somerset	10	0	10
Elk	6	0	6	Sullivan	4	0	4
Erie	24	1	25	Susquehanna	3	0	3
Fayette	4	0	4	Tioga	2	0	2
Forest	8	4	8	Union	5	0	5
Franklin	14	0	14	Venango	9	0	9
Fulton	3	0	3	Warren	17	4	21
Greene	7	0	7	Washington	37	0	37
Huntingdon	15	0	15	Wayne	10	0	10
Indiana	15	1	16	Westmoreland	65	1	66
Jefferson	16	0	16	Wyoming	4	0	4
				York	60	4	64
				TOTAL	1781	127	1808

* Number of certified deputies reported includes deputies certified as of 2000 and those scheduled for training in 2001.

**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
DEPUTY SHERIFFS' EDUCATION AND TRAINING ACCOUNT
COMBINED STATEMENT OF CASH RECEIPTS AND EXPENDITURES
FOR STATE FISCAL YEAR 2000-01 AS OF JANUARY 31, 2001**

RECEIPTS

	RECEIPTS	TOTAL	BALANCE
Balance from Previous Year			\$2,908,241
Fee Collections			
Actual Collections 7/1/00-1/31/01	\$1,866,257		
Estimated Collections	<u>\$1,333,041</u>		
		<u>\$3,199,298</u>	
ESTIMATED TOTAL FUNDS AVAILABLE AT 6/30/2000			<u>\$6,107,539</u>

EXPENDITURES AND COMMITMENTS

	EXPENDITURES	COMMITMENTS	TOTAL
Administration:	\$159,172	\$91,828	\$251,000
Education:			
Pennsylvania State University (SP8191210006-Basic Training)(1)	\$64,056	\$1,535,944	\$1,600,000
Temple University (SP819121004-Continuing Education)(2)	\$119,054	\$59,796	\$178,880
Temple University (SP395621-Curriculum Development)(3)	\$32,051	\$70,447	\$93,125
Reimbursements to Counties	\$180,158	\$119,842	\$300,000
EST. TOTAL EXPENDITURES AND COMMITMENTS AT JUNE 30, 2001			<u>\$2,432,378</u>
ESTIMATED BALANCE AT JUNE 30, 2001			<u>\$3,675,161</u>

(1) Total contract is \$2,138,798. Contract period is 5/1/2000 through 8/30/2001.

(2) Total contract is \$300,309. Contract period is 10/1/99 through 9/30/2001.

(3) Total contract is \$551,390. Contract period is 2/1/99 through 2/28/2003

(4) Total contract is \$254,016. Contract period is 2/1/99 through 3/1/2001.

Note: Estimated \$564,984 in additional state funds utilized from PCCD General Fund to support the Deputy Sheriffs' Education and Training Program: 07/30/84-06/30/00, \$564,984; and 07/01/00-06/30/01, \$31,090.

Prepared By:
Emmanuel C. Patel, Director, Bureau of Administration and Finance
February 22, 2001

BOARD ORGANIZATION

The Deputy Sheriffs' Education and Training Board was created as an advisory board to the Pennsylvania Commission on Crime and Delinquency (PCCD) by Act 1984-2, the Deputy Sheriffs' Education and Training Act. The ten-member Board is composed of two Common Pleas judges, two sheriffs, three current or former deputy sheriffs, one educator, one county commissioner and the Attorney General.

Act 1984-2 directed the Board to establish, implement and administer a program of basic and continuing education training for deputy sheriffs. The Act requires that newly hired deputy sheriffs attend basic training in order to be certified as a deputy sheriff. In addition, all deputies are required to renew their certification through biennial continuing education.

The Board has the power to make rules and regulations encompassing all matters related to the operation of the training program and the certification of deputy sheriffs. The Board operates under the review and approval of the PCCD, which provides the requisite administrative structure and staff support.

During 2000, the Board's basic training consisted of 560 hours of instruction during the pilot test phase of the expanded program. Once the basic training development is complete, the Board will focus on revising the continuing education program.

Activities of the Board, its staff, and training programs are supported independent of the PCCD General Fund budget. This is accomplished through a surcharge on all legal papers served by sheriffs' departments. The PCCD is responsible for making disbursements from the Deputy Sheriffs' Education and Training Account, a restricted receipts account maintained by the Office of State Treasurer, for the costs of the training program, its administration, and the expenses of the Board.

In addition, the Act provides for reimbursement to each county for the expenses associated with the training of deputy sheriffs. The Board provides 100% of the tuition, and allowable living and travel expenses during training. In addition, counties are reimbursed 50% of each deputy's salary while they attend training.



DEPUTY SHERIFFS' TRAINING BULLETINS

During 2000, the Deputy Sheriffs' Education and Training Board continued to issue its periodical newsletter, the Deputy Sheriffs' Training Bulletin, which serves as a conduit of information between the Board and sheriffs' departments concerning the training programs and activities of the Board. In addition, information and forms related to the deputy sheriffs' training programs of the Board are available on the PCCD web site at www.pccd.state.pa.us.

Number 56, February 2000

Detailed the process used to develop the expanded basic training program and provided a draft curriculum overview.

Number 57, April 2000

Described changes to the waiver policy that streamlined application procedures, expanded who was eligible to apply for a waiver, and standardized testing requirements for all applicants. Announced scheduled waiver exam dates and locations.

Number 58, May 2000

Announced the dates of the expanded basic training courses and provided administrative instructions for registration and attendance.

Number 59, September 2000

Provided further updates to waiver exam dates and locations and the schedule of basic and waiver courses.