

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

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CONSTABLES' TRAINING BULLETIN

NUMBER 79

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Constable Use of Force Survey

Attached to this Constables' Training Bulletin is a Constable Use of Force Order Survey that we are requesting that all constables and deputy constables complete and return to PCCD by April 30, 2015. Please take a moment to complete and return this survey because the information obtained will be used by Penn State-Fayette Campus to assist them in developing the curriculum for the 2016 Continuing Education subject of Use of Force. The completed surveys can be returned to PCCD by FAX at 717-783-7140; by email to whower@pa.gov, or by mail at PO Box 1167, Harrisburg, PA 17108-1167. Thank you in advance for your assistance!

Constable Protection From Abuse (PFA) Order Survey

The Program received 207 completed PFA surveys, which shows that only 17% of the active and certified constables and deputy constables responded to this survey. The information obtained will be useful to Penn State-Fayette Campus when developing the curriculum for the 2016 Continuing Education subject of Domestic Abuse. Thank you to those that responded and hopefully we will get a better response to the attached Constable Use of Force Survey.

CCETS Training History

Constables and deputy constables can access their Training History with the Program in the Constables' Certification, Education and Training System (CCETS). This information can be obtained by logging into CCETS (you must be a registered CCETS User) and selecting the Current Training link on the left navigation bar. CCETS's will then display five tabs entitled Current Enrollment, On Waiting List, Waivers, Training History, and Enroll in a Class. The Training History tab is an all inclusive list of every training that was attended by the constable. You can select the button "View/Print Constable's Transcript" on the right of the screen for a printable version of the Training History.

Please be advised that when the grade data was converted to CCETS from the previous Constables' Information System (CIS), some of the grade statuses converted incorrectly. The grades statuses will be showing as incomplete for any class makeups that were made in previous years. For example, if you attended Friday night and Saturday but had an excused absence for Sunday, this grade will be showing incorrectly in CCETS. Please contact Sherry Leffler at 717-265-8554 or by email at sleffler@pa.gov, if you notice this or any other discrepancies on your Training History.

CCETS Registered Users

As of February 27, 2015 there were 923 certified constables and deputy constables who are registered users of CCETS, which is 81% of the certified constable population. County Clerk of Courts Offices now have direct access to update financial liability insurance and terms of office for their counties' constables and deputy constables, as of February 26, 2015, 30 counties have registered in CCETS with 48 registered users.

Program Staff would urge all constables and deputy constables to register in CCETS because it is the easiest and fastest way to enroll, cancel or transfer classes, update your personal information and to view your training history.

Preferred Correspondence Method in CCETS

If you have selected "Email" as your preferred correspondence method in CCETS, you will not be receiving any correspondence via US Mail. All correspondence, including class confirmation letters, will be sent via Email. If you would prefer to receive class confirmation letters via US Mail, you will need to change your preferred correspondence method in CCETS to "US Mail".

Constable and Deputy Constable Appointments

Please be advised that if you have been appointed into a vacant constable position or as a deputy constable, please contact Program Staff as soon as possible. Many of the 2015 Basic Training classes are not meeting our minimum enrollment and are in danger of being cancelled.

Class Enrollments

On line enrollment is secure and fast, and is confirmed immediately. Enrollment can also be accomplished by mailing or faxing a completed standard registration form directly to the training delivery contractor. **Do not mail or fax training forms to PCCD.**

Training enrollment questions should be referred to the appropriate regional training delivery contractor. **Constables cannot enroll in classes by calling or mailing PCCD.**

There are several Continuing Education and Annual Firearms classes that are in danger of being cancelled due to low enrollment. Make sure that you have registered for your 2015 Constables' training classes. If classes are cancelled early in the Training Year, it is very difficult to add additional classes at the end of the Training Year.

Constables' Training Class Minimum/Maximums

The following are the minimum enrollments for Constables' Training Classes: Basic Training – 14; Basic Firearms – 9; Continuing Education – 16; Annual Firearms – 16; Advanced Firearms – 10 and the maximum is 14; and Optional – 6. If the minimum enrollments are not met for these class types, these classes may be cancelled. The Training Delivery Contractors are working diligently to ensure that classes are meeting the minimum and if not, you may be asked to switch your enrollment to another class that has met the minimum. It is not cost effective for the Program to hold training classes that have not met the minimum enrollments.

Class Grades

Class grades are processed as quickly as possible, however, the School has one week to submit the grade information into CCETS after the class has ended. Program Staff then will need one week to review and approve the grades in CCETS. The grades are normally processed prior to this two week deadline, but please be patient with the School and Program Staff.

Next Board Meeting

The next meeting of the Constables' Education and Training Board (CETB) will be held on Thursday, May 14, 2015 beginning at 10:00 a.m. at PCCD's Offices, 3101 N. Front Street, Harrisburg, PA 17110. All CETB meetings are open to the public and constables are welcomed and encouraged to attend.

Liability Insurance Information

The following is a list of insurance companies/agencies that are currently offering liability insurance to constables and deputy constables. This list contains the information available and should not be considered all-inclusive. This list shows the top 5 most commonly used insurance agencies. Approximately 81% of certified constables and deputy constables utilize one of these five agencies. Further, this list does not imply endorsement by the Pennsylvania Commission on Crime and Delinquency, or the Constables' Education and Training Board.

Insurance Producers

Republic Underwriters
PO Box 1197
Troy, MI 48099-1197
1-800-248-0438

WN Tuscano Agency, Inc.
PO Box 1027
950 Highland Avenue
Greensburg, PA 15601
1-800-442-8063

Chester Perfetto Agency, Inc.
40 Commerce Drive
Wyomissing, PA 19610
1-610-678-0373

Darwin Professional
Underwriters
9 Farm Springs Road
Farmington, CT 06032
1-860-284-1300

National Service Associates
1130 Connecticut Ave., NW
Suite 530
Washington, DC 20036
1-202-223-7606

Insurance Agencies

Darwin National Assurance
Or Darwin National Insurance
1690 New Britain Avenue
Farmington, CT 06032
1-860-284-1300

Capital Indemnity Corp.
PO Box 5900
Madison, WI 53705
1-800-475-4450

Columbia Casualty Co.
333 S. Wabash
Chicago, IL 60604-4107
1-800-262-2000

Scottsdale Insurance Co.
8877 N. Gainey Center Dr.
Scottsdale, AZ 85258
1-800-423-7675

Western World Insurance Group
400 Parson's Pond Drive
Franklin Lakes, NJ 07414-2600
1-201-847-8600

Failure to Withdraw from Training Classes

Below is information on the current Board Regulations regarding the constable's failure to provide timely notification when withdrawing from a Constables' training course. There have been several questions from constables and deputy constables who failed to withdraw from a training class in a timely manner and are now required to pay to attend another training class. Please read the information below carefully and if you have any questions regarding the Board's attendance policies, please call Sherry Leffler at 717-265-8554 or by email at sleffler@pa.gov.

Title 37 §431.25(a); §431.35(a); and §431.47(a). Attendance policies.:

Withdrawal. A constable who enrolls for basic, continuing education, optional or any firearms training course may withdraw from the course without penalty upon timely notification to the school conducting the basic, continuing education, optional or any firearms qualification course. A notification shall be deemed timely if it is delivered to the director of the school or a designee no later than 7 calendar days prior to the start of classes. The school may assess a failing grade for all or part of the training course, if the constable fails to provide timely notification or to show good cause. A notification shall be deemed untimely if the notice is not received by the director of the school or a designee within 7 calendar days prior to the start of classes.

Title 37 §431.25(b); §431.35(b); and §431.47(b). Attendance policies.:

Financial Responsibility. If notification to withdraw is not given or is deemed untimely and good cause is not shown, and the constable wishes to attend another firearms qualification course in the same training year or in the next training year, the constable shall bear financial responsibility for the cost of the additional basic, continuing education, optional or firearms qualification course. Payment must be received by the Commission within 2 weeks of the class start date in the form of a certified check or money order.

Class payments are as follows: Basic Training - \$617.00; Basic Firearms - \$1,124.00; Continuing Education - \$121.00; Annual Firearms - \$366.00; and Optional Training - \$234.00.

If you have an emergency prior to the class start date, please contact the appropriate Training Delivery Contact listed below. **Please do not contact PCCD Staff to enroll, withdraw or transfer training classes.**

Training Delivery Contractor Contact Information

Eastern Region: Temple University, Dee Beiter – (267) 468-8331

Central Region: Indiana University of PA, Michael Marcantino – (724) 549-1929

Western Region: Penn State-Fayette Campus, Todd Brothers – (724) 430-4114



Constable Use of Force Survey



Please Note: We are in the process of reviewing the constable basic Use of Force Course and would like to assess the statewide use of force incidents involving constables. Therefore, we are asking that you fill out this survey and return it to PCCD no later than April 30, 2015. Return completed surveys to PCCD by fax at 717-783-7140; by e-mail to whower@pa.gov; or by mail at P.O. Box 1167, Harrisburg, PA 17108-1167.

Use of force is the amount of restraint that one must use to gain control of an unruly situation or person. The levels of force include basic verbal and physical restraint, less-lethal force and lethal force.

1. During my tenure as a certified constable I was physically assaulted by a defendant.

- Yes No

2. During my tenure as a certified constable I had to use force in the course of my judicial duties.

- Yes No

If you answered "Yes" to question 2, please continue with questions 3 through 14.

3. How many times did you have to use force in the course of your judicial duties?

- 1 - 2 3 - 5 6 - 8 9 or more

4. Was the force encounter involving a criminal warrant or a civil process or both?

- Criminal Warrant Civil Process Both

5. If force was used, did it result in any injury to the constable, defendant or both?

- Constable Injury Defendant Injury Injury to Both

6. Which of the following force options did you utilize (**check all that apply**)?

- OC Spray Baton Defensive Tactics
 Firearm Verbal Commands Other _____

7. Did the defendant possess a weapon(s)?

- Yes No

8. If you answered "Yes" to question 7, what type of weapon(s) did the defendant possess (**check all that apply**)?

- Firearm Knife Club
 Physical Force Other type of weapon _____

9. Did you complete a "Use of Force" Report on the incident?

- Yes No

10. If you answered "Yes" to question 9, who received the report?

- It was for my records only Local Police Department District Attorney
 Other _____

11. Were you criminally charged over your use of force?

- Yes No

12. If you answered "Yes" to question 11, what was the outcome of the criminal charges that were filed against you?

- Guilty Innocent Changes Dropped

13. Were you civilly sued over your use of force?

- Yes No

14. If you answered "Yes" to question 13, what was the outcome of your civil suit?

- Judgment Awarded Judgment Not Awarded Suit Dropped

If you answered "Yes" to questions 1 or 2, would you be willing to share your story with other constables and/or be interviewed by PSU? Please provide your contact information so that PSU can get in touch with you.

