

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

Minutes of the December 6, 2017 Meeting

Members Present

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

Commission Staff Present

Doug Hummel
Bob Merwine
Don Numer
John Pfau
Beth Romero
Deb Williams

Others Present

Penn State University – Fayette Campus
Ted Mellors
Tony Mucha

Penn State University
Steve Shelow
Michael Ecker

Temple University
Tony Luongo
Christie Willard

PA Sheriffs' Association
Tom Maioli
Beth Appleby

Sheriffs
Anthony Harvilla, Carbon Co.
Sean Kilkenny, Montgomery Co.

Others
Jody Smith

The December 6, 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, Pennsylvania 17110.

Chairman DeLuca confirmed that a quorum of members was present. He asked if everyone had an opportunity to review the minutes from the August 29, 2017 Board meeting. He stated that if there were no questions, then he would entertain a motion to approve the minutes.

Sheriff Eric Weaknecht made a motion to approve the meeting minutes from August 29, 2017. Sheriff Todd A. 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 2017-2018, period ending September 30, 2017.

The balance carried forward from the previous fiscal year was \$1,720,652.12. The fee collections as of September 30, 2017 was \$1,625,489.00. The estimated fee collections from October 1, 2017 through June 30, 2018 were \$2,227,188.00. The total available funds as of September 30, 2017 were \$5,573,329.12. The total expenditures were \$1,648,892.45. The total expenditures and commitments were \$3,984,644.67, which included \$242,996.42 in administrative expenses. Ms. Romero stated that the administrative expenses were detailed on page 13 of the meeting packet. The uncommitted balance at September 30, 2017 was \$1,588,684.45.

Chairman DeLuca asked for a motion regarding the fiscal report. Commissioner Wayne E. Nothstein made a motion to approve the fiscal report. Lieutenant David Godfrey 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. Don Numer, PCCD, referenced the Fiscal Projection Report, Fee Collection Report, Administrative Expense Report, and the Contract Purchase Order Report included in the meeting packet on pages 11 through 14. Mr. Numer stated that fee collections have been

decreasing over the last few fiscal years. He stated that collections appear to be affected by the economy. As the economy gets better, fee collections decrease as the result of less process service conducted by the sheriff's offices. Mr. Numer stated that if the Legislature does not enact an increase of the fees by the February Board meeting, the Board may need to consider additional cost saving measures. If the current rate of fee collections does not support the projected and budgeted expenses, additional reductions in expenditures will be needed.

Mr. Numer stated that the House has not taken any action on the proposed Fee Bill. It remains in the House Judiciary Committee. Without a fee increase, he stated that we will eventually not be able to enter into future contracts due to a lack of funding.

Mr. Numer informed the Board that they need to elect a Chairman and Vice-Chairman for the year 2018. He stated that all Board members terms of appointment have expired except Mr. Kevin Wevodau. Mr. Wevodau serves as the appointed representative for the Pennsylvania Attorney General. Mr. Numer thanked all the members for continuing to serve until such time they are replaced or reappointed by the Governor.

Commissioner Nothstein nominated Chairman DeLuca to remain as the Chairman of the SDSETB for 2018. Mr. Wevodau seconded the motion. No other nominations were made and Chairman DeLuca was re-elected to serve as the SDSETB Chairman for 2018. The motion passed with the following votes:

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

Voting Nay: None

Commissioner Nothstein nominated Sheriff Martin to remain as the Vice-Chairman for the year 2018. Sheriff Weaknecht seconded the motion. No other nominations were made and Vice-Chairman Martin was re-elected to serve as the SDSETB Vice-Chairman for 2018. The motion passed with the following votes:

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

Voting Nay: None

Mr. Numer reported that since the suspension of reimbursements that went into effect for classes that began after July 1, 2017, the liability amounts to approximately \$212,281.00. This amount primarily consists of reimbursements for Continuing Education and one Waiver Training class. Mr. Numer stated that it is estimated that another \$640,000.00 in suspended reimbursement liability will be incurred by the end of the fiscal year, which is June 30, 2018. He stated that some sheriffs are being urged by their commissioners to hire candidates that would only be required to attend the Waiver Training Program.

Mr. Numer reported that 11 new sheriffs were elected to take office in January 2018. Most new sheriffs are either former deputies, municipal police officers, or retired PA State Troopers. The incoming sheriff of Delaware County is a former Philadelphia deputy sheriff that retired in 1995 and was grandfathered into the training program in 1979. Mr. Numer stated that he spoke with the sheriff regarding his potential training needs. Once he begins his term of office, Mr. Numer stated the he was going to meet with the sheriff to discuss his potential options. Mr. Numer stated that being “grandfathered” was not necessarily the same as being certified and that is the issue to discuss and for the Board to consider. It is expected that the incoming sheriff will prepare an information packet regarding his law enforcement experience and training for review and consideration by the Board. Mr. Numer stated that the sheriff had completed all the continuing education training that was required up until his leaving his employment as a deputy sheriff. Mr. Numer stated that the Board Policy addresses the training requirements of former deputies that become sheriffs. The issue involves the status of being “grandfathered.” Mr. Numer stated that the Board will be asked to address this matter at a future meeting. Mr. Numer reminded the Board that sheriffs must become certified during their term of office to be eligible to run for re-election. He stated that staff notifies all sheriffs that have not met the training requirement at their mid-term period.

Mr. Numer reported that nine certification revocation requests remain pending. This is a lengthy process due to many lengthy court actions and obtaining the appropriate records. Two involved incidents in which the deputies were ordered to participate in an Alternative Rehabilitation Disposition (ARD) Program. Successful completion may or may not lead to the convictions being dismissed. These two cases include a worker compensation fraud charge and a driving under the influence charge. Mr. Numer stated that two of the other requests involve deputies that are considered to be psychological unfit and physically unfit. Documentation is important in all the cases. Mr. Numer stated that the requests will be brought to the Board for consideration, once all the information on each case is obtained.

Mr. Numer reviewed the report on page 15 of the meeting packet, regarding “class minimums.” Due to the fiscal concerns, we need to adhere to a standard for the minimum number of deputies required to conduct a class. It is not being fiscally responsible to host a class with less than the minimum number of deputies. Mr. Numer stated that staff and our contractors need to strictly enforce this issue. The minimum number of attendees for Basic Training and line officer Continuing Education Training is 15; for Waiver Training and the supervisors Continuing Education Training it is 10; and for the Instructor Course is 8. Since we reduced the number of Basic, Waiver, and Continuing Education classes offered for 2018, we don’t anticipate the need to cancel classes.

Mr. Numer recommended that the Board consider adopting a new uniform policy for Basic Training. In 2000, deputies were required to wear their duty uniform. This created a safety issue in that deputies were uniformed but were not permitted to possess their duty weapon or other equipment. As the result of the safety concerns, the required uniform was changed to a white dress shirt, black tie, black dress pants, and black shoes.

The Board approved a uniform allowance of \$300. Recently, the Academy is concerned that a similar risk for the deputies exists with the current uniform, being in a less formal college environment. Mr. Numer proposed that the uniform be changed in which the Academy will provide each deputy with five plain blue polo shirts. Deputies would be required to wear tan cargo style pants. It is recommended that the uniform allowance be reduced to \$200 since the shirts would be provided by the Academy.

Lt. Godfrey made a motion to approve the uniform change and to reduce the uniform allowance to \$200, to be effective with the July 2018 Basic Training Class, B-18-02. Commissioner Nothstein seconded the motion. 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 progress of the work group that was formed to explore the future direction of the Board's training programs with specific focus on cost savings initiatives. Mr. Numer stated that some options would save money in the long term, but would require spending "up front." Some options could be implemented now. Mr. Numer stated that some options would involve a great degree of curriculum development and/or use of a learning management system. Mr. Numer stated that our current on-line training program has a couple hundred users and one person manages all the enrollments and grades. Expanding on-line training would result in all 2,300 plus deputies being required to participate, which would increase costs associated to the need for manpower to manage the program or expenses for a learning management system.

Sheriff Martin stated that training is the Board's responsibility. He stated that he recently attended continuing education in Bethlehem, PA. Sheriff Martin stated that he was embarrassed. He stated that the curriculum and instructor was terrible. The video did not work. He stated that he spoke with Doug Hummel, PCCD, as he was also in attendance at the class. This was his second time attending the continuing education training since being required by the Act and he was not pleased with the training. Sheriff Martin stressed the need for training topics that would benefit his deputies with their daily work, such as preparing cases for court. He did not view Human Trafficking as a great benefit to most areas except Philadelphia and Pittsburgh. Sheriff Martin said that we have some excellent instructors at the Academy. He is concerned with the Continuing Education.

Sheriff Martin stated that we always talk about money. We had five million dollars stolen from us by the Governor's Office because it was deemed to be a surplus. If we had that money, we would not be talking about all the cuts in training. Our curriculum would be amazing. We can do some of this training on-line and save on reimbursements and travel costs. Sheriff Martin stated that we need to find ways to do things better, not talk about how not to do things. We talk about the proposed Fee Bill and nothing is happening. Our legislators are not working on this issue.

Sheriff Martin stated that he is proud of our Basic Training Academy at Penn State. They do an excellent job. We send people to the Academy and the day before graduation they fail the physical fitness requirements and are sent home. This is a waste of money. We are setting some deputies up for failure. We need to do things better.

Mr. Numer thanked Sheriff Martin for his comments and stated that his concerns are part of why the work group was formed. Sheriff Martin stated that he reviewed the work group proposal/options and liked many of the options.

Mr. Numer stated that he spoke with Mr. Hummel regarding the first continuing education training. He stated that he was also embarrassed and has addressed the issues with Temple University. Mr. Numer stated that staff have been attending classes regularly and the program is getting better. Mr. Numer stated the issues with the type of curriculum presented has always been frustrating. We encourage feedback in the evaluation process and limited, if any suggestions are provided. Not everyone will agree on the curriculum needed because of the vast differences among the needs of each county.

Sheriff Martin stated that we need more deputies as instructors. Ms. Christie Willard, Temple University, stated that she encourages deputies to apply, but rarely gets applications from deputies.

Mr. Anthony Luongo, Temple University, thanked Sheriff Martin for his comments. He acknowledged that the instructor that taught the continuing education class was not prepared, thus he was temporarily removed from the instructor schedule until such time he demonstrates his ability to present the curriculum appropriately.

Mr. Luongo stated during his attendance at one of the training sessions regarding the Human Trafficking course, one deputy shared a situation that he encountered at his court house involving the request to have a person's name changed. Another deputy shared his experience that he was a victim of human trafficking. He shared his experience regarding the grooming process and the need to work off his debt. Mr. Luongo stated that Human Trafficking is important and can occur any place. It is good for deputies to understand the issues and their role in recognizing situations and how to provide assistance. This is an example of class interaction that would not occur if the course was conducted on-line. It is the instructors job to engage the class and encourage discussion. Sheriff Martin agreed.

Mr. Tom Maoli, Executive Director of the PA Sheriffs' Association (PSA), stated that he would be willing to send notifications to the sheriff's offices regarding seeking potential deputies to apply for instructor positions. Mr. Maoli acknowledged speaking with Mr. Numer regarding topics for curriculum development. He asked if a more formal method could occur in which we could have representatives from the various sheriff's offices involved in the process of choosing course topics. Mr. Numer stated that we have done that in the past and more recently asked for input from the sheriffs, specifically regarding

topics for the advanced supervisor courses and he was still waiting for a response. Mr. Maoli stated that the PSA could create a survey for the sheriffs to provide input on training topics of interest.

Mr. Maoli asked about the information technology (IT) costs associated with implementing an on-line training program. He said we continually discuss approximate costs but suggested we get actual figures. Mr. Maoli stated that IT costs are part of the budget and asked what the \$91,000.00 included. Mr. Numer explained that the IT costs are part of the agency administrative costs for the program which includes support for the Sheriff and Deputy Sheriff Information System (SDSIS). Mr. John Pfau, PCCD, stated that in 2014 staff met with representatives from the Blackboard Learning Management System and the initial costs associated with the use of the system was \$170,000.00. Additional yearly costs would be incurred for maintaining the program. Mr. Pfau explained that the person assigned to manage the SDSIS is a consultant working under contract at the Commonwealth approved rate. Mr. Merwine, PCCD, informed the Board that the IT contract is competitive and the costs includes the network, server, maintenance, and storage costs, all of which are reasonable.

Mr. Maoli stated that the training account is the “life blood” for sheriff’s offices training. It is their money and their Board. Mr. Numer stated that we entered into new contracts for Basic Training and Continuing Education Training for 2018. Staff and contractors went line item by line item to identify areas to reduce or eliminate. Lt. Godfrey stated that over the years, some of the continuing education was great and some was poor. We need to make the training relevant to the job. Many deputies attend to “just check the box.” Mr. Hummel stated that he attended continuing education class yesterday and met with Mr. Luongo and stated that the class was conducted well. The instructor did a good job presenting the material and the videos worked. Sheriffs and deputies need to provide feedback on the evaluations. Most evaluations don’t provide any pertinent information. Mr. Hummel stated that attendees could also submit an evaluation on-line that is directly sent to the staff and not the contractors. Mr. Numer stated that we have receive three of those evaluations over the years.

Mr. Numer presented Option #1 proposed by the work group. This option was to utilize online training for a portion of the 2-week waiver training. It is estimated that as much as half of the training could be completed online. Possible in 2020 but may require an LMS. This has projected savings from class room rental, instructors, room/board, and county reimbursements for travel. It would require upfront funding of curriculum development and an LMS.

Mr. Numer presented Option #2, which is to offer an option for online continuing education. The committee recommended that this be offered in addition to the traditional presentation. This format would probably necessitate a “pick and choose” delivery structure. Largely dependent on the selection and purchase of an LMS. Projected cost savings for class rental, instructors, and county reimbursements for travel. It would require upfront funding of curriculum development and an LMS.

Mr. Numer presented Option #3, which is to require a fitness pretest prior to or at the beginning of basic training. Similar to MPOETC, this would require an entrance pretest at 80% of the passing standard. Possible for the first basic class of 2019 with announcement in January 2018. This has projected savings from reimbursements and training costs from deputies who would have otherwise failed to certify. Savings would amount to approximately \$15,000 in reimbursements and \$15,000 in training costs. It would require legal review and changes to Board policy. This could be implemented for the July 2018 class. Mr. Numer stated that he would like to have policy changed in which deputies would take their last physical fitness test earlier in the academy and not wait until the day prior to graduation. Mr. Pfau stated that the current testing procedures were implemented due to many of the sheriff wanting the deputies to have multiple opportunities to pass and graduate. Mr. Pfau said that times have changed and many new sheriffs have a different view on the physical fitness requirements.

Mr. Numer presented Option #4, to require first aid/CPR/AED certification for entrance to basic training. The current EMR would be reduced to a "Tactical First Aid" course. This would reduce the current 50 hours to approximately 16-24 hours with the saved hours adjusted in other parts of the academy. Some savings in current Red Cross certification costs and better utilization of current training hours. It would require upfront funding of a curriculum review and course(s) development.

Mr. Numer presented Option #5, to allow other law enforcement personnel to pay to attend Instructor Development training, specifically firearms and patrol rifle instructor certification and recertification. The Board would not certify these participants but the Training Deliverer would provide a completion certificate. Could be implemented with the first firearms instructor development course in May 2018. Sheriffs and deputies would have preference but would allow opportunity to fill empty seats and recoup some of the training costs. Staff would need to develop policies and procedures identifying what outside law enforcement could attend and under what conditions.

Mr. Numer presented Option #6, to require annual continuing education training. Although not as strongly supported by the group, it was put forward as a recommendation. This would require 10 hours yearly instead of 20 every two years. It would be most effective combined with Proposal #2. Any savings would be realized in conjunction with Proposal #2. However, there would have to be changes made to the SDSIS system to manage this training along with use of a LMS. It appears this is allowed under Act 2 but staff recommends legal review. Annual continuing education may be required if the current HB 466 is passed.

Mr. Numer presented Option #7, to extend firearms and patrol rifle instructor development recertification from 2 – 3 years. This is in line with other recognized instructor programs. Projected savings in class costs and county reimbursements. Would require change to affected course syllabi. Could be implemented for 2018.

Mr. Numer stated that the work group did not support reducing the number of hours of "in person" instruction for Basic Training. They did not recommend converting any of

the Basic Training curriculum to an on-line format. The work group discussed reducing or eliminating reimbursements. Mr. Numer stated that the Act would need to be changed to reduce or eliminate reimbursements or to provide the Board with the power to determine the level of reimbursement provided. The work group did not want to consider using training from other entities to count toward basic training and/or continuing education training. Mr. Maoli stated that the use of outside training should be considered, not only from a cost perspective, but from a timeliness perspective. The group did not support allowing the public to be able to “self sponsor” to attend training. Mr. Numer stated that approximately 2,000 people graduate from Act 120 training each year and only approximately 500 obtain employment. There was also no support to expand the existing certification programs until the such funding is available.

Ms. Amy Withrow informed the Board that she manages an on-line training program for over 6,500 college students. She stated that on-line education works when it involves didactic information giving content and theory. On-line training fails in team building and “hands on” learning. LMS costs have decreased over the last few years. There is up-front costs, but it is cost effective in the long term. It is more profitable than traditional class room training. On-going IT support is necessary for both the SDSIS and LMS to interface. Ms. Withrow stated that enhanced log-in procedures are available. Mr. Numer stated the goal would be for deputies to log into the SDSIS and then access the LMS. Ms. Withrow said it is important to consider who owns the data and owns the access.

Mr. Numer stated that he would review each option and if desired, the Board could entertain any motions.

Regarding Option #1, Commissioner Nothstein made a motion for staff to continue researching converting the Waiver Training Program to incorporate some on-line training requirements and some classroom attendance. Lt. Godfrey seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Regarding Option #2, Lt. Godfrey made a motion for staff to continue exploring implementing an on-line training option for continuing education training. Sheriff Martin seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Regarding Option #3, Sheriff Weaknecht made a motion to require a pre-academy fitness test requirement for entrance to Basic Training, to be implemented effective for the July 2018 academy class. Sheriff Martin seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Regarding Option #4, Commissioner Nothstein made a motion for staff to continue exploring the possibility of requiring sheriffs and deputies to provide proof of current first aid and CPR training before attending Basic Training. Sheriff Weaknecht seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Regarding Option #5, Lt. Godfrey made a motion for staff to continue researching allowing outside attendees to attend the instructor training program. Commissioner Nothstein seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Regarding Option #6, Sheriff Weaknecht made a motion for staff to explore having annual on-line training for continuing education. Commissioner Nothstein seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Regarding Option #7, Sheriff Martin made a motion to extend the Instructor Certification time period for the Firearms and Patrol Rifle Instructor Program from 2 years to 3 years, with no further extensions. Lt. Godfrey seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Mr. Numer stated that the proposed Fee Bill remains in the House Judiciary Committee and has been in committee since February 7, 2017. Mr. Maoli stated that the County Commissioners' Association is trying to introduce a fee bill in the Senate. The goal would be that if the bill passed the Senate, it would go to the House in a different committee. Mr. Maoli stated that the House views the Fee Bill as a tax. Commissioner Nothstein stated that not many County Commissioners are aware of the Fee Bill. Sheriffs should inform their Commissioners.

Sheriff Martin thanked the work group for their dedication to the program. Commissioner Nothstein agreed.

Mr. Numer reviewed the proposed Instructor Policy.

Lt. Godfrey made a motion to approve the Instructor Policy. Commissioner Nothstein seconded the motion. 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 Train-the-Trainer Policy.

Sheriff Martin made a motion to approve the Train-the-Trainer Policy. Commissioner Nothstein seconded the motion. 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 time extension request for Deputy John Edwards, Northampton County. Due to a personal emergency, he was unable to attend continuing education training in Bethlehem, PA by his due date of October 23, 2017.

Sheriff Weaknecht made a motion to extend Deputy John Edwards's training due date to April 23, 2018. Lt. Godfrey seconded the motion. 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 time extension requests for Deputy Volker Kiefer, Cameron County; Deputy April Davis, Northampton County; Deputy Eric Nemeth, Northampton County; Joseph Cazonie, Schuylkill County; Deputy Brendan Bortell, York County; Michael Martin, York County; and Richard Snyder, York County. All requests were in accordance with Board Policy.

Sheriff Weaknecht made a motion to approve the time extensions. Mr. Wevodau seconded a motion. 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 that were approved by the Training Supervisor. Extensions were approved for: Deputies Hadyn Charles, Stephen Vas, Mark Moser, Luis Martinez, Michael Orchulli, Jeffrey Heller, Kathleen Nansteel, James Riley, Richard Johnston, Gary Schuch, Christopher Ziegler, and Peter Ronalds of Northampton County; Deputies Carlos Jativa and Joseph Wetzel of Allegheny County; Deputies Joe Heffernan, Edward Murphy, and Nicholas Maraini of Delaware County. This was for informational purposes and did not require SDSETB action.

Mr. Numer introduced Sheriff Sean Kilkenny, Montgomery County. On March 1, 2016, the Board approved a partial training waiver for Sheriff Kilkenny, requiring him to complete the following training modules for certification: Defensive Tactics, Security, Deputy Safety, Investigations, and Emergency Vehicle Operations. Sheriff Kilkenny is requesting to attend Defensive Tactics, Investigations, and Emergency Vehicle Operations at the Montgomery County Municipal Police Officers Training Academy and the remainder of the training at the Sheriff and Deputy Sheriff Training Academy.

Mr. Numer stated that the Board does recognize MPOETC training and “out of state” training as acceptable substitutes for portions of our training.

Sheriff Kilkenny thanked the Board for considering his request.

Commissioner Nothstein made a motion to approve the partial training waiver for Sheriff Kilkenny. Sheriff Weaknecht seconded the motion. 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 partial training waiver request for Deputy Genesis Arias, Luzerne County. Sheriff Brian Szumski requested a partial training waiver. Deputy

Arias is currently trained and serving as a Military Police Officer in the U.S. Army Reserves. Staff has reviewed her training records and experience and recommends that the Board waive her deputy sheriffs' training, based on her prior training, education, and experience, except for the following modules: Law, Security, Deputy Safety, and Investigation.

Commissioner Nothstein made a motion to approve the partial training waiver for Deputy Arias. Lt. Godfrey seconded the motion. 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 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. Hummel reviewed the instructor applications submitted by the Pennsylvania State University for Mr. Eric Childs for Physical Conditioning; Mr. Joseph Merrill for Firearms; and Mr. Zachery Papalia for Physical Conditioning.

Sheriff Weaknecht made a motion to approve the instructor applications for Mr. Eric Childs, Mr. Joseph Merrill, and Mr. Zachery Papalia. Commissioner Nothstein seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Mr. Ted Mellors, Penn State Fayette, informed the SDSETB that the Emergency Vehicle Operations Course was going to be modernized during 2018 for implementation in 2019. Mr. Michael Ecker, Penn State University, informed the SDSETB that the next Basic Training class begins January 8, 2018. Also, the first Waiver Training class for 2018 begins in late January.

Mr. Luongo stated that the 2017-2019 Continuing Education Training Cycle began in Bethlehem in October 2017. We are currently hosting classes in Montgomery County. An Instructor Development Class will be held in January in Grantville, PA. Mr. Luongo stated that the 2018 on-line courses will be offered in January. Temple University is switching their LMS from Blackboard to Canvas. Our on-line training in Canvas will begin after July 2018.

Mr. Numer stated that the next SDSETB meeting is scheduled for Tuesday, February 27, 2018 at 9:00 a.m., at the PCCD.

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