

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

Minutes of the January 24, 2023 Meeting

Members Present

Angelinel Brown
Stephanie Jirard
Barry Howe
Michael J. Koury Jr.
Jody S. Smith
Ed Walker
Eric Weaknecht

Members Absent

David Glass
Brandon Neuman

Commission Staff Present

Sally Barry
Theresa Ford
Doug Hummel
Dorthey Jacobelli
Derin Myers
Don Numer
John Pfau
Debra Sandifer
Megan Staub

Others Present

Penn State University
Mike Ecker
Steve Shelow

Fayette County
Sheriff James Custer

Sullivan County,
Sheriff Robert Montgomery

Lancaster County
Chief Deputy Christopher Riggs

The January 24, 2023 meeting of the Sheriff and Deputy Sheriff Education and Training Board (SDSETB) was called to order by Chairman Eric Weaknecht, at 9:00 a.m. The meeting was being held at the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA 17110 and via Teams conference call. Chairman Weaknecht informed everyone that the meeting was being audio recorded.

Mr. Don Numer, PCCD, confirmed the attendance of Board members: Chairman Weaknecht, Vice Chairwoman Jody Smith, Deputy Chief Angelinel Brown, Mr. Barry Howe, Ms. Stephanie Jirard, Judge Michael Koury Jr., and Deputy Ed Walker. He stated that a quorum of members was present.

Mr. Numer acknowledged the attendance of PCCD staff members: Ms. Sally Barry, Ms. Dorthey Jacobelli, Ms. Theresa Ford, Ms. Debra Sandifer, Ms. Megan Staub, Mr. Derin Myers, Mr. Douglas Hummel, and Mr. John Pfau.

Others in attendance included, Mr. Michael Ecker and Mr. Steve Shelow, Penn State Justice and Safety Institute.

Mr. Numer acknowledged that Sheriff James Custer, Sheriff Robert Montgomery, and Chief Deputy Christopher Riggs were in attendance via conference call.

Chairman Weaknecht asked if everyone had an opportunity to review the minutes from the October 25, 2022 Board meeting. He stated that if there was no discussion, then he would entertain a motion to approve the minutes.

Deputy Walker made a motion to approve the meeting minutes from October 25, 2022. Sheriff Smith seconded the motion. Chairman Weaknecht 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 Brown, Howe, Jirard, Koury, Smith, Walker, and Weaknecht

Voting Nay: None

Ms. Jacobelli, PCCD, reviewed the second quarter fiscal report for state fiscal year 2022-2023, period ending December 31, 2022. The balance from the previous year was \$2,501,629.12. The fee collections as of December 31, 2022 was \$2,467,369.27. The total available funds were \$4,968,998.39. The total expenditures as of December 31, 2022 was \$1,810,052.87. The total expenditures and commitments were \$10,085,415.54 which included \$431,293.71 in administrative expenses. The details of the administrative expenses were included on page 14 of the meeting packet. The uncommitted balance as of December 31, 2022 was negative \$6,926,470.02.

Chairman Weaknecht asked if there were any questions regarding the fiscal report. He stated that if there was no discussion, then he would entertain a motion to approve the fiscal report.

Deputy Walker made a motion to approve the second quarter fiscal report for state fiscal year 2022-2023, period ending December 31, 2022. Deputy Chief Brown seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the fiscal report. No further discussion occurred, and the motion passed with the following votes:

Voting Aye: Board Members Brown, Howe, Jirard, Koury, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Numer informed the Board that the fiscal report includes all contractual commitments for multiple years, but only includes revenue for the current fiscal year. We are not permitted to include forecasted revenue for future fiscal years.

Chairman Weaknecht asked Mr. Numer to provide his training supervisor's report as included on the meeting agenda.

Mr. Numer reported that Corporal Joseph George resigned from the Board. He stated that our Board has nine active members.

Mr. Numer reported that since the training reimbursements were suspended, the unpaid claims as of January 23, 2023 was approximately 6.4 million dollars. This is over a one million dollar increase in obligations since last reported at the October 25, 2022 meeting. At the October 2022 meeting, the Board authorized up to 2.5 million dollars for reimbursements, but limited payments at 2 million dollars for 2023. Mr. Numer stated that payments have not begun to be issued because PCCD fiscal staff are reviewing the expenses included in the newly implemented contract with Penn State University to provide training. Fiscal staff are also reviewing the fee collections.

Mr. Numer reported that per the Training Act, the fee assessment increased to \$20 for 2023. PCCD fiscal staff have been reminding counties of the fee increase and have reported that fee collections have increased. Mr. Numer stated that reimbursement requests have increased from 2020 to 2021 by 39 percent. This is attributed to increases in salaries. He reported that statistics indicate that sheriff's offices collectively lose 40 percent of the deputies within two years of their attendance at the Basic Training Academy. The turnover increases the number of deputies that need to complete Basic Training, which increases reimbursements. Mr. Numer stated that the Municipal Police Officers' Education and Training Commission (MPOETC) plan to implement a waiver training program that could entice many deputies to leave for police officer jobs. Mr. Numer reported that the fee collections may also be reduced if the PA Courts authorize "any competent adult" in any county to serve civil process. Mr. Numer stated that the cost of training has increased due to inflation, increased room and board costs, increased hiring, and the increased number of deputies needing to attend Basic Training. He noted that the fee assessment stabilized at \$20 for 2023. The Training Act does not address any additional increase to the fees assessed. Legislation would be the only way to increase the fee assessment amount.

Mr. Numer reported that deputies attending basic and waiver training will be provided lodging at the Comfort Inn and Suites, on North Atherton Street, State College, PA. He stated that he toured the facility and it is a nice, modern hotel. The cost of lodging will increase approximately ten dollars per room, per night. We will also experience an increase in transportation costs and graduation ceremony costs.

Mr. Numer reported that the 2022 on-line continuing education training was closed. He stated that 25 deputies needed to complete the “make-up” training module, due to not having completed the training by the deadline of November 18, 2022.

Mr. Numer reported that two basic training classes were conducted in 2022. Graduation for class B-22-02 was held on November 18, 2022. Many sheriffs participated in presenting their deputies with their certificates. A memorial ceremony was held in conjunction with graduation to dedicate a plaque in recognition of the supreme sacrifice of deceased Deputy Sheriff Chad Beattie, Washington County. Mr. Numer stated that family members and representatives from the Washington County Sheriff’s Office attended the ceremony. Sheriff Smith was the guest speaker for graduation.

Mr. Numer reported that 148 sheriffs and deputies were registered for the on-line waiver pre-requisite training. Approximately 89 percent of enrollees completed the training. He stated that during 2022, 98 sheriffs and deputies completed the residential waiver training for certification. Four residential waiver training classes were held in 2022.

During 2022, six deputies attended the patrol rifle instructor training and ten deputies attended the firearms and patrol rifle instructor re-certification training. Mr. Numer stated that a firearms instructor course, patrol rifle instructor course, and the combination firearms and patrol rifle re-certification course will be conducted in 2023.

Mr. Numer reported that the 2023 on-line continuing education training will include 10 hours of training in the following subjects: Legal Updates, Addictions, and De-escalation.

Mr. Numer reported that three basic training classes are scheduled for 2023. The first class began on January 9, 2023. He stated that 44 deputies attempted the physical fitness entrance test and eight failed. The class has 36 attendees. The waitlist went from 15 deputies to one deputy within two weeks prior to the start of the class. Mr. Numer stated the Mr. Hummel was able to contact a few sheriff’s offices to add three more to the waitlist. The goal is to maximize the number of attendees, but staff can’t control the enrollments and hiring. Mr. Numer reported class B-23-02 has 40 deputies enrolled and ten on the waiting list. Class B-23-03 has 38 deputies enrolled.

Mr. Numer reported that four residential waiver training classes are budgeted, but based on past enrollments, we may only host three of the classes. We will conduct the March and April classes and keep the September and October classes closed until the need is determined.

Mr. Numer reported that we will host a Firearms Instructor Course, Patrol Rifle Instructor Course, and a Firearms/Patrol Rifle Instructor Re-Certification Course during 2023.

Mr. Hummel, PCCD, reviewed the time extension request submitted by Sheriff Timothy Chamberlain, Columbia County. The request was for Deputy Jonathan Broadt to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Broadt is scheduled to attend class B-23-02, from April 24, 2023 through September 1, 2023. The request complied with Board Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Christopher Leppler, Lancaster County. The request was for Deputy Drake Brown to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Brown is attending the current basic training class, B-23-01 and will graduate on May 19, 2023.

Mr. Hummel reviewed the time extension request submitted by Sheriff Christopher Leppler, Lancaster County. The request was for Deputy Zachary Rankin to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Rankin is attending the current basic training class, B-23-01 and will graduate on May 19, 2023.

Mr. Hummel reviewed the time extension request submitted by Sheriff Joseph Groody, Schuylkill County. The request was for Deputy Courtney Miller to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until she completes basic training for certification. Deputy Miller failed the physical fitness entrance test on January 9, 2023. Deputy Miller is scheduled to attend class B-23-03, from August 7, 2023 through December 15, 2023. The request complied with Board Policy.

Deputy Walker made a motion to approve the time extension requests for deputies, Jonathan Broadt, Drake Brown, Zachary Rankin, and Courtney Miller. Deputy Chief Brown seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the time extension requests.

Sheriff Smith asked for clarification regarding the time extension for Deputy Miller. Mr. Hummel stated that Deputy Miller failed the entrance physical fitness test on January 9, 2023 for class B-23-01. Her enrollment in the class was terminated and the Schuylkill County Sheriff's Office was notified. Since the April class, B-23-02 was filled, the sheriff enrolled her in the August class, B-23-03. Deputy Miller will serve in an administrative capacity until she becomes certified. Sheriff Weaknecht called for a vote on the motion to approve the time extensions. The motion passed with the following votes:

Voting Aye: Board Members Brown, Howe, Jirard, Koury, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Hummel reviewed the time extension requests that were approved by the program supervisor. This was for informational purposes and did not require Board 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 Board action.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Clinton Walters, Bradford County. The request was for Deputy Brian Spencer. Deputy Spencer served as a military police officer with the United States Army. Based on his training and experience, staff recommends that he be waived from training for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 7, Deputy Safety – Table Top Exercise; Module 8, Investigations – Role of First Responder; Module 9, Emergency Services; and Module 10, Competency Training Days 1 – 5. Deputy Spencer would be required to complete Module 1, Law; Module 6, Security; Module 7, Deputy Safety – Patrol Operations and Crisis Management; Module 8, Investigations – SFST/DUI; and Module 10, Competency Day – Mock Hearings.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Timothy Chamberlain, Columbia County. The request was for Deputy Dale Coombe. Deputy Coombe was a certified police officer through the United States Army Civilian Police Academy. He served as a police officer at the Tobyhanna Army Depot, Monroe County, Pennsylvania. Based on his training and experience, staff recommends that he be waived from training for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 7, Deputy Safety; Module 8, Investigations; Module 9, Emergency Services; and Module 10, Competency Development. Deputy Coombe would be required to complete Module 1, Law and Module 6, Security.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Nicholas Chimienti, Dauphin County. The request was for Deputy Rafael Molina. Deputy Molina was a certified Police Officer with the New York City Transit Police Department. He retired on December 6, 2022. Based on his training and experience, staff recommends that he be waived from training for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 7, Deputy Safety; Module 9, Emergency Services; and Module 10, Competency Development. Deputy Molina would be required to complete Module 1, Law and Module 6, Security.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Christopher Leppler, Lancaster County. The request was for Deputy Kyle Cartwright. On March 6, 2018, Deputy Cartwright was certified as a Law Enforcement Officer by the Wisconsin Law Enforcement Standards Board, Bureau of Justice, State of Wisconsin. Based on his training and experience, staff recommends that he be waived from training for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 7, Deputy Safety;

Module 9, Emergency Services; and Module 10, Competency Development. Deputy Cartwright would be required to complete Module 1, Law and Module 6, Security.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Richard Keulerleber, York County. The request was for Deputy Michael Lavery. Deputy Lavery was a certified Police Officer with the Baltimore City Police Department. He retired on August 1, 2022. Based on his training and experience, staff recommends that he be waived from training for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 7, Deputy Safety; Module 9, Emergency Services; and Module 10, Competency Development. Deputy Lavery would be required to complete Module 1, Law and Module 6, Security.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Richard Keulerleber, York County. The request was for Deputy James Obrien. Deputy Obrien was a certified Police Officer with the Westminster, Maryland Police Department, from March 10, 2020 to September 8, 2022. Based on his training and experience, staff recommends that he be waived from training for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 7, Deputy Safety; Module 9, Emergency Services; and Module 10, Competency Development. Deputy Obrien would be required to complete Module 1, Law and Module 6, Security.

Deputy Walker made a motion to approve the partial training waiver requests for Deputies Spencer, Coombe, Molina, Cartwright, Lavery, and Obrien, as recommended by staff. Sheriff Weaknecht seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the request.

Sheriff Smith asked why a person with law enforcement training and experience from another state would be waived from more training than a military police officer. Mr. Numer explained that military police training focuses more on combat operation than on civilian law enforcement. Mr. Numer stated that military police training has a more abbreviated focus on law enforcement as compared to our training. We give credit for training and experience that is comparable to our training. Mr. Numer stated that he is a former military police officer. Sheriff Smith asked if staff would share the criteria used to determine which training would be waived. Mr. Numer stated that we have no standard criteria. Mr. Numer explained that staff review the documents that the sheriff and deputy provide and compare the person's training and experience to our curriculum.

No further discussion occurred, and the motion passed with the following votes:

Voting Aye: Board Members Brown, Howe, Jirard, Koury, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Hummel reviewed the instructor application submitted by Penn State University for Sheriff James Ott. The request was to certify Sheriff Ott as an instructor to teach Security and Deputy Safety. He is currently certified by the Board to instruct Firearms.

Sheriff Smith made a motion to certify Sheriff Ott as an instructor for Security and Deputy Safety. Deputy Walker seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the request. No further discussion occurred, and the motion passed with the following votes:

Voting Aye: Board Members Brown, Howe, Jirard, Koury, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Michael Ecker, Penn State University, provided the basic training delivery report. He reported that eight deputies failed the entrance physical fitness test for basic training class B-23-01. The class has 36 attendees. He reported that basic training class B-23-02 begins on April 24, 2023 and class B-23-03 begins on August 7, 2023. Mr. Ecker reported that two waiver training classes will be held in March 2023 and April 2023. He reported that the Firearms Instructor Training will be held in May 2023. The Patrol Rifle Instructor Training will be held in August 2023 and the Firearms/Patrol Rifle Instructor Re-Certification Training will be held in September 2023. Mr. Ecker stated that the transition to the new hotel went smooth. Mr. Numer stated that all deputies will be staying at the Comfort Inn and Suites, except the residential waiver training class W-23-01 will be at the Wyndham Gardens.

Mr. Numer provided the report on continuing education training and curriculum development for Temple University. He reported that the 2023 on-line continuing education training was available. The training included Legal Updates, Addictions, and De-escalation. Mr. Numer reported that Temple will conduct a job task analysis during 2023.

Chairman Weaknecht asked if there were any additional matters to be discussed or any public comment.

Chairman Weaknecht announced that the next Board meeting was scheduled for 8:00 a.m., May 19, 2023, in State College. He stated that the meeting dates of July 25, 2023 and October 24, 2023 will be held at the PCCD and begin at 2:00 p.m.

Chairman Weaknecht asked for a motion to adjourn the meeting. Deputy Walker made a motion to adjourn the meeting. Sheriff Weaknecht seconded the motion and the meeting was adjourned with the following votes:

Voting Aye: Board Members Brown, Howe, Jirard, Koury, Smith, Walker, and Weaknecht

Voting Nay: None