

DEPUTY SHERIFFS' EDUCATION AND TRAINING BOARD

Minutes of the December 17, 2013 Meeting

Members Present

Carmen C. DeLuca
David M. Godfrey
Mark Kellam

Members Absent

Linda Dale Hoffa
Todd A. Martin
Ronald C. Nagle
Wayne E. Nothstein
Eric Weaknecht
Margherita Patti-Worthington

Commission Staff Present

Norma Hartman
Doug Hummel
Bob Merwine
Don Numer
John Pfau
Deborah Williams

Others Present

Pennsylvania State University
Robert Stonis
Don Zettlemyer

Pennsylvania State University – Fayette
Kirk Hessler
Ted Mellors

Temple University
Anthony Luongo

PA Sheriffs' Association
Beth Appleby

Montgomery County Sheriff's Office
Sheriff Eileen Wahlon-Behr
Sergeant Patricia Haas

Others
Kurt Rice

The December 17, 2013 meeting of the Deputy Sheriffs' Education and Training Board (DSETB) 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.

The meeting began with introductions. Everyone present introduced themselves. Mr. Donald Numer, PCCD, stated that since the DSETB did not have a quorum, the election of officers would be postponed until the first meeting in 2014.

Due to the lack of having a quorum, Mr. Numer stated that any motions and votes would need to be ratified or rescinded at the next DSETB meeting. Mr. Numer explained that the DSETB is required by the Legislature to meet four times per year. He stated that since it was too close to the end of the year, there was not time to reschedule the meeting.

Chairman DeLuca asked if everyone had the opportunity to review the minutes of the September 18, 2013 DSETB meeting. He stated that if there were no questions, then he would entertain a motion to approve the minutes.

Deputy Mark Kellam made a motion to approve the DSETB minutes from the September 18, 2013 meeting. Lieutenant David Godfrey seconded the motion and it received the following votes:

Voting Aye: Board Members DeLuca, Godfrey, and Kellam

Voting Nay: None

Chairman DeLuca asked Ms. Norma Hartman, PCCD, to provide the DSETB fiscal report. Ms. Hartman reviewed the fiscal report for the state fiscal year 2013-2014, for the period ending September 30, 2013. The balance from the previous year was \$14,131,838.61. Fee collections as of September 30, 2014 were \$1,513,557.00. Estimated fee collections for the remainder of the fiscal year were \$3,156,048.00. The total funds available as of September 30, 2013 were \$18,801,443.61. Expenditures and commitments totaled \$14,583,234.04. The balance as of September 30, 2013 was \$4,218,209.57.

Lieutenant Godfrey made a motion to approve the DSETB Fiscal Report. Deputy Kellam seconded the motion and it received the following votes:

Voting Aye: Board Members DeLuca, Godfrey, and Kellam

Voting Nay: None

Mr. Numer provided the supervisor's report. Mr. Numer reminded the DSETB that the proposed amendments to the Board Policy were being reviewed by the legal office. He stated that he had hoped we would have been prepared to vote on the changes. Due to personnel changes in the legal office, the proposed changes will be reviewed by the new

solicitor. Mr. Numer explained that the out-going solicitor was concerned with assuring we do not create policy that will violate our regulations or the Training Act. The Training Act is law. Regulations support the law by providing more detail. Policies address procedures that support the law and regulations. Mr. Numer stated that the regulation allows time waivers for up to six months. The policy was previously written not limiting time waivers to six months. For example, by policy, a deputy on military leave would not be limited to a six month time waiver. This would be contrary to the regulation; however, by law we could not require a sheriff to terminate a deputy on military leave. Deputies are often called to active duty for a year or more. Mr. Numer proposes that the policy language should state that the time waiver would be limited to six months after the deputy's return to duty.

Mr. Numer informed the DSETB that Senate Bill 1158 and House Bill 1772 have been introduced but no action has been taken at this time. He stated that copies of the bills were handed out at the beginning of the meeting. Mr. Numer stated that the bills are expected to receive attention after the end of the year. These bills propose changes to the Training Act to include required training for sheriffs.

Mr. Numer stated that the Pennsylvania Sheriffs' Association (PSA) is hosting their winter conference on March 7 and 8, 2014 in State College, PA. Many newly elected sheriffs attend this conference. Staff and the Basic Training Academy at Penn State having been working with the PSA to coordinate an "open house" event at the academy. The goal is to provide a tour of the academy facilities and an overview of the curriculum that is taught. Many sheriffs have not seen the academy and this would be a great opportunity to show the sheriffs what their deputy's experience while attending training. The tour will begin on March 7, 2014 at 11 a.m. Mr. Numer proposed that the DSETB host their next meeting in State College, on March 7, 2014, prior to the start of the tour. This would give the sheriffs an opportunity to attend a DSETB meeting. The DSETB members in attendance agreed to schedule the meeting for March 7, 2014, at 8 a.m.

Mr. Numer provided an update on the Waiver Training Program. Penn State Fayette surveyed all the sheriffs and any deputies that attended the waiver training. A lot of positive comments were provided. One theme of the survey was that deputies want more "hands-on" training. We are considering adding some requirements prior to attending the training. This would be similar to the on-line training requirements for the basic training attendees. The program is limited to eighty (80) hours. The syllabi is being created and an update will be provided at the next meeting.

Mr. Numer informed the DSETB that the Philadelphia Office of the Sheriff is in the process of hiring a lot of new deputy sheriffs. They enrolled twenty-three (23) deputies in the January 2014 Basic Training class. The class is at maximum capacity and other sheriffs were concerned because they were unable to enroll their deputies. Registration has always been on a first come first serve basis. This is the first time a class has reached maximum capacity. In the past, sheriffs could enroll deputies up to the registration deadline and in some instances we were able to allow an enrollment after the deadline. Philadelphia intends to have an additional fifteen (15) deputies for each of the remaining

two classes in 2014. They will also be hiring candidates for the waiver program. A Training Bulletin will be issued addressing the registration process and the current trend of having classes reach maximum capacity. Mr. Numer stated that he wanted to inform the DSETB in the event they are contacted by anyone regarding this issue.

Mr. Douglas Hummel, PCCD, reviewed the Partial Training Waiver Requests for Deputies Gregory Heiston and David Junkins, Franklin County; Deputy Rudolph Hansen, Adams County; and Gregory Tischler, Sullivan County. These requests are for the approval of their prior law enforcement training and experience obtained from jurisdictions not within Pennsylvania. Deputy Heiston is a retired Maryland State Trooper. Deputy Junkins served as a Deputy Sheriff in Washington County, Maryland. Deputy Hansen is a retired Maryland State Trooper. Deputy Tischler received his law enforcement training with the State of New York Police Training Council. Staff reviewed their training records and recommend that all four deputies attend 256 hours of training to include the Law Module, Security Module, and the Standard Field Sobriety and Checkpoints portion of the Investigations Module. Mr. Numer stated that any “out-of-state” training will lack the Pennsylvania specific courses, such as: Civil Law, Criminal Law, and Motor Vehicle.

Lieutenant Godfrey made a motion to approve the Partial Training Waiver Requests. Deputy Kellam seconded the motion and it received the following votes:

Voting Aye: Board Members DeLuca, Godfrey, and Kellam

Voting Nay: None

Mr. Hummel reviewed the instructor applications submitted by the Penn State University for Ms. Nancy Clemens, Professional Development; Gregory Bowers, Firearms; Daniel Clark, Firearms and Defensive Tactics; and Ralph Varrato, Firearms, Defensive Tactics, and Officer Safety. Mr. Hummel reviewed the instructor applications submitted by Temple University for Mr. Hugh Ferrill, Active Shooter Training and William Schmid, Active Shooter Training.

Lieutenant Godfrey made a motion to approve the instructor applications. Deputy Kellam seconded the motion and it received the following votes:

Voting Aye: Board Members DeLuca, Godfrey, and Kellam

Voting Nay: None

Mr. Numer informed the DSETB that at times staff and academy staff are questioned regarding the need for more deputy sheriffs to serve as instructors. Mr. Numer informed the DSETB that the current instructor complement includes twenty-two (22) police officers, eighteen (18) deputy sheriffs, and thirteen (13) civilians. The civilian instructors are primarily used in the physical fitness training. These are the largest represented groups. The remaining instructors are lawyers, judges, probation/parole officers and

emergency medical personnel. The DSETB has encouraged deputies to become instructors but the Board recognizes the need for a good cross-section of instructor experiences. Mr. Numer stated that instructor applications are submitted to the contractors for consideration of employment. The contractors review the needs of the programs they provide. They consider the experience of the applicant and their availability. The contractors will submit the candidates they would like to utilize to the DSETB for certification.

Mr. Hummel reviewed the list of Partial Training Waiver Applications approved by the Training Supervisor. This was for informational purposes and did not require DSETB action. Mr. Hummel explained that these waivers are in accordance with the Training Policy.

Mr. Hummel reviewed the time waiver for Deputy Steven Mitchell, Delaware County. This time waiver was approved by the training supervisor in accordance with DSETB Policy. This was for informational purposes and did not require DSETB action.

Chairman DeLuca asked for the report on the Curriculum Development Contract. Mr. Ted Mellors, Penn State Fayette, stated that the on-line merit courses for 2014 were completed. The courses will include Legal Updates, Flying While Armed, Off Duty Carry, and Outlaw Motorcycle Gangs. The 2015 on-line courses are being developed and include: Legal Updates, Flying While Armed, Drug Identification, Issuing Traffic Citations, and Surviving Critical Incidents. Also, the 2015-2017 Continuing Education courses are being developed. Training will include Legal Updates, Firearms Safety, Warrant Service, DUI Enforcement, and Courtroom Testimony. Mr. Mellors stated that the Cultural Diversity and Crisis Intervention training modules in basic training will be revised during 2014. The Train-the-Trainer Security Course is being developed for delivery in June 2014.

Chairman DeLuca asked for the report on the Continuing Education Delivery Contract. Mr. Anthony Luongo, Temple University, informed the DSETB that the 2013-2015 training cycle began in October 2013, in Bethlehem, PA. Classes were currently being held in Montgomery County. Mr. Luongo reported that course evaluations have been favorable. Mr. Luongo stated that the 2014 on-line merit courses will be offered in February. The first Active Shooter Training will be held in February 2014, in Ambler, Pennsylvania. This is a residential course.

Chairman DeLuca asked for the report on the Basic Training Delivery Contract. Mr. Donald Zettlemoyer, Penn State University, reported the graduation ceremony for class 42 will be held on December 20, 2013. They are in the process of purchasing computer simulation firearms training equipment from Lasor Shot. Mr. Zettlemoyer is hopeful that the system will be installed prior to the tour scheduled in March 2014.

Mr. Numer stated that the plan to offer Police In-service Supervisory Training (POSIT) for deputies would not occur until after July 1, 2014. This will be part of the new budget for the next fiscal year.

Sergeant Patricia Haas, Montgomery County Sheriff's Office, informed the DSETB that they are hosting the Mid-Atlantic Conference of Women in Law Enforcement. Sheriff Eileen Wahlon-Behr was also present. She stated that she previously met with Bob Merwine and John Pfau of PCCD. They were asking the DSETB for financial support of the conference. Mr. Numer stated the Training Act only requires training for certification. The DSETB has recognized the need for additional training and has supported this through the Merit Training Program. Mr. Numer stated that outside training is relatively new to the DSETB and trainings are hosted as merit courses. He acknowledged that on one occasion, the DSETB provided financial support for a K9 training that was hosted by the PSA. The DSETB agreed because the training was not just for K9 officers, but for those who might work in an incident that would involve the use of K9's. The decision to support the training was based on the benefit to Pennsylvania deputies. Without a quorum of DSETB members and an official proposal, Mr. Numer was not comfortable supporting having a vote on this matter. Mr. Numer asked when the conference was being held. Sgt. Haas stated the conference was at the end of March 2014. Mr. Numer stated that it might not be possible to consider because of the time period involved in the process. Mr. Pfau stated that a proposal needs to be drafted and submitted for consideration. The proposal should provide specific details and the costs. Sheriff Behr thanked the DSETB. Chairman DeLuca stated that he would like additional information prior to addressing the matter. He asked how much interest existed from female deputies in Pennsylvania. Sgt. Haas stated that her office has ten female deputies planning to attend. Sgt. Haas stated that the registration fee is \$175.00. Lieutenant Godfrey stated that he would prefer to have a written proposal reviewed by program staff. Mr. Numer stated that he could explore the possibility of reimbursing registration fees for Pennsylvania deputies, but would need more information submitted. Sheriff Behr stated that she may contact staff with more questions or information.

Chairman DeLuca announced that the next meeting of the DSETB was scheduled for Friday, March 7, 2014, at 8:00 a.m., in State College, Pennsylvania. Chairman DeLuca asked for a motion to adjourn the meeting.

Lieutenant Godfrey made a motion to adjourn the meeting. Deputy Kellam seconded the motion and the meeting was adjourned at 10:05 a.m.

Voting Aye: Board Members DeLuca, Godfrey, and Kellam

Voting Nay: None