

DEPUTY SHERIFFS' EDUCATION AND TRAINING BOARD

Minutes of the May 21, 2014 Meeting

Members Present

Linda Dale Hoffa
David M. Godfrey
Mark Kellam
Todd A. Martin
Ronald C. Nagle
Wayne E. Nothstein
Eric Weaknecht

Members Absent

Carmen C. Deluca
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
Ted Mellors

Temple University
Anthony Luongo
Christie Willard
PA Sheriffs' Association
Beth Appleby
Robert Wollyung

The May 21, 2014 meeting of the Deputy Sheriffs' Education and Training Board (DSETB) was called to order by Vice-Chairman Todd A. Martin, at 9:07 a.m., at the Pennsylvania Commission on Crime and Delinquency (PCCD), 3101 North Front Street, Harrisburg, Pennsylvania 17110.

Vice-Chairman Martin asked if there were any questions concerning the minutes from the March 7, 2014 meeting. He stated that if there were no questions, then he would entertain a motion to approve the minutes.

Commissioner Wayne E. Nothstein made a motion to approve the DSETB minutes from the March 7, 2014 meeting. Deputy Mark Kellam seconded the motion and it passed with the following votes:

Voting Aye: Board Members Dale Hoffa, Godfrey, Kellam, Martin, Nothstein, and Weaknecht

Voting Nay: None

Vice-Chairman Martin 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 March 31, 2014. The balance from the previous year was \$14,131,838.61. Fee collections for the fiscal year through March 31, 2014 was \$3,770,635.37. The total funds available was \$18,801,443.61. The total expenditures was \$3,096,098.38 which included \$830,422.41 in reimbursements to counties. The total expenditures and commitments was \$15,008,289.30 which included \$484,387.34 in administrative costs. The fund balance as of March 31, 2014 was \$3,793,154.31. Vice-Chairman Martin asked if anyone had any questions regarding the fiscal report. He stated that he would entertain a motion to approve the fiscal report.

Lieutenant David M. Godfrey made a motion to approve the fiscal report for the state fiscal year 2013-2014, for the period ending March 31, 2014. Deputy Kellam seconded the motion and it passed with the following votes:

Voting Aye: Board Members Dale Hoffa, Godfrey, Kellam, Martin, Nothstein, and Weaknecht

Voting Nay: None

Mr. Donald Numer, PCCD, provided the training supervisor's report. Mr. Numer stated that last Friday, May 16, 2014 was the graduation ceremony for class B-14-01. It was one of the largest classes to graduate. The next class has 37 deputies enrolled and they are scheduled to graduate on September 5, 2014.

Mr. Numer reported the Active Shooter Course in Beaver County was concluding today. The next Active Shooter Course will be held in June, in State College, PA. In addition, a

Court Facility Security Training and an Advanced Supervisors Course was scheduled in June, in State College, PA.

Mr. Numer reported that the DSETB Annual Report for 2013 was published and emailed to the Board.

Mr. Numer stated that the academy tour that was held in conjunction with the March 7, 2014 meeting was a success. Mr. Numer stated that he received many positive comments regarding the training and the facilities. Judge Ronald C. Nagle arrived at the meeting at 9:12 a.m.

Mr. Numer reported that PA House Bill 1772 passed unanimously. The PA Senate Bill 1158 is being reviewed by their Appropriations Committee. These Bills address the training requirements for Sheriffs. If enacted into law, the DSETB will need to create policy and regulation to administer the requirements of the new Training Act.

Staff recently conducted a Patrol Rifle Survey. The goal of the survey was to gather information that would assist in any potential revisions to our Patrol Rifle Instructor Course. Thirty-eight Sheriff's Offices responded to the survey. Most offices utilize the patrol rifle. Thirty-six of the surveys indicated support for a users/familiarization course for the patrol rifle.

Mr. Numer informed the DSETB regarding a change in the shotgun buckshot ammunition. The number of pellets in the buckshot has been reduced from nine to eight. The course of fire is being reviewed to adjust the scoring.

Mr. Numer informed the DSETB that the Philadelphia Office of the Sheriff inquired about having a Basic Training Academy in the Philadelphia area. This was the result of the expansion of the Philadelphia Sheriff's Office. Mr. Numer stated that the issue of hosting Basic Training at other locations across the Commonwealth was reviewed by the DSETB in the past. One problem is that we would create redundant infrastructure such as facilities and administration, which would cost more than the potential cost savings from not needing to provide lodging. In addition, if an academy was hosted in Philadelphia, the potential would exist for other counties to request trainings be held at their facilities. It has served the DSETB well in that having one training location provides consistency in the quality of training. The DSETB has traditionally viewed that it would not be advantageous to host basic training regionally. Mr. Numer stated that staff have been answering questions regarding this issue. Mr. John Pfau, PCCD, stated that the numbers do not support hosting Basic Training at another location. Mr. Numer stated that Philadelphia opened a new judicial center, which caused a spike in hiring. He stated that he believes the surge in hiring is slowing down. Mr. Numer stated that Philadelphia had begun to hire candidates for the Waiver Training. Mr. Numer stated that if any Board member is contacted that they could respond or refer the callers to staff.

Mr. Douglas Hummel, PCCD, reviewed the list of Time Waivers approved by the Training Supervisor. Time extensions were approved for Deputy Martin Davis, Erie

County; Deputy Derrell Caldwell, Erie County; Deputy Juan Abreu, Lehigh County; and Deputy Tom Brecker, Chester County. This was for informational purposes and did not require DSETB action.

Mr. Hummel reviewed the instructor applications submitted by the Pennsylvania State University for Mr. Scott Bahner, Firearms and Emergency Medical Services; Mr. Dennis Fry II, Firearms; Ms. Kelley Gillette-Walker, Criminal Law, Civil Law, and Motor Vehicle Code; Mr. Devon Moran, Officer Safety; Mr. Shawn Slater, Officer Safety and Physical Conditioning; Mr. Greg Smith, Firearms; Mr. Justin Washousky, Firearms; Mr. Charles Wehrle, Firearms; and Mr. Joseph Cigich, Criminal Law, Officer Safety, Crisis Intervention, and Investigations. Mr. Hummel reviewed the instructor application submitted by Temple University for Mr. Garrett Field, Criminal Law, Civil Law, Security, Firearms, Officer Safety, Crisis Intervention, Investigations, and Professional Development. Mr. Hummel explained that the large number of Firearms Instructors was due to the large class enrollments. Mr. Hummel explained that many of the current instructors have other full-time employment and their availability is limited. He stated that the contractors were present to answer any questions.

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

Voting Aye: Board Members Dale Hoffa, Godfrey, Kellam, Martin, Nagle, Nothstein, and Weaknecht

Voting Nay: None

Mr. Numer 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. Numer explained that these waivers are in accordance with the Training Policy.

Vice-Chairman Martin asked for the report on Basic Training. Mr. Robert Stonis, Penn State University, stated that a large class just graduated last Friday and the current class has 37 deputies. Another 25 deputies were enrolled for the August class. Mr. Stonis stated that a Firearms Instructor Course was just completed two weeks ago and a Patrol Rifle Instructor Course was currently being held.

Mr. Stonis stated that the academy tour was well received. He thanked everyone for their attendance and support. Mr. Stonis informed the DSETB that a meeting was held last week regarding the installation of additional Lasor Shot systems at the simulations complex.

Vice-Chairman Martin asked for the report on the Continuing Education Delivery Contract. Mr. Anthony Luongo, Temple University, stated that Continuing Education is currently being offered in Scranton, Pennsylvania. Classes will finish at the end of June and then be offered in Williamsport in September. Mr. Luongo informed the DSETB that

they will be hosting an Active Shooter Course, Court Facility Security Course, and an Advanced Supervisors Training in June, in State College. He reported that the On-line Training Program is still available for enrollment. Ms. Christine Willard, Temple University, stated that the program evaluations for all courses have been favorable.

Vice-Chairman Martin asked for the report on the Curriculum Development Contract. Mr. Ted Mellors, Penn State Fayette, stated that the Train the Trainer Court Facility Security training is comprised of 7 distinct mini training modules. The continuing education training curriculum for the 2015-2017 training cycle is being developed. In addition, his staff is revising the Waiver Training Curriculum. Mr. Mellors stated that they are starting to develop the 2016 on-line training courses. These courses include: Legal Updates, Human Trafficking, Hazmat, and Weapons of Mass Destruction.

Mr. Numer informed the DSETB that staff sent all Sheriff's Offices a copy of a DVD regarding interacting with autistic individuals. This DVD was created by the Allegheny County District Attorney's Office.

Mr. Numer informed the DSETB that staff is working with Penn State to offer the Police Supervisory In-Service Training (POSIT). He stated that we could allow up to sixty deputies to attend this course.

Mr. Numer stated that we have access to several older portable Laser Shot Systems. The plan is to make these systems available through our contractors, to be loaned to sheriff's offices for training. Training would be offered on the use of these systems. The details are being developed.

Vice-Chairman Martin welcomed Mr. Robert Wollyung and Ms. Beth Appleby, who were representing the PA Sheriffs' Association (PSA). Mr. Wollyung, Executive Director of the PSA, thanked the DSETB for the opportunity to address the DSETB. He expressed the concern of the Association that the Governor's Office was considering taking money from the Training Account as permitted by the current Training Act. He stated that the unconfirmed amount could be up to 5 million dollars. Mr. Wollyung stated that the current fiscal report shows a balance of 3.7 million. He stated that we would not like to experience any withdraw of funds, especially if in excess of the fund balance. Mr. Wollyung stated that his information came from a reliable source. Mr. Robert Merwine, PCCD, responded to the concerns of Mr. Wollyung. Mr. Merwine stated that he received an email notification at 9:20 a.m., during the meeting, that 5 million was transferred from the Training Account and placed in the Commonwealth's General Fund. Mr. Merwine stated that staff were aware that the Governor's Office had been reviewing all potential sources of funding due to the current budget process. We received inquiries about the excess fund balance and the needs of the DSETB. Staff has communicated the needs of the DSETB. Ms. Appleby asked how committed funds could be taken from the account. Mr. Merwine stated that the Budge Office always required the PCCD and the DSETB to have the funds available to make commitments. He stated that this is not a universal process across all Commonwealth agencies. Other agencies are allowed to anticipate revenue. It was determined that in review of the current

commitments and anticipated revenue, that 5 million was deemed in excess of the needs of the DSETB.

Mr. Numer stated that there are potential ramifications. The Budget Office and/or Comptroller's Office anticipated revenue, but that does not guarantee that the DSETB would be permitted to anticipate future revenue. We have contracts due for renewal in the coming years. Under the current rules, we cannot enter into a contract without having the funds. Mr. Pfau stated that the DSETB is statutorily obligated to provide Basic Training and Continuing Education Training. These classes are required for deputies to maintain certification. We could reduce the number of classes offered. He stated that all merit training would potentially need to be eliminated. Mr. Numer stated that in the 1990's when the account fund was low, reimbursements to counties were postponed. Mr. Numer stated that staff needs to review the effects of the money transfer and provide recommendations to the DSETB.

Mr. Pfau stated that the DSETB may need to meet more frequently to address the effects of the fund transfer. Lieutenant Godfrey suggested that the DSETB inform the sheriffs and the County Commissioners Association of the money transfer. Mr. Pfau stated that notification would be made.

Vice-Chairman Martin announced that the next meeting of the DSETB was scheduled for Tuesday, September 16, 2014, at 9:00 a.m., at the Pennsylvania Commission on Crime and Delinquency, Harrisburg, Pennsylvania. Vice-Chairman Martin asked for a motion to adjourn the meeting.

Commissioner Nothstein made a motion to adjourn the meeting. Deputy Kellam seconded the motion and the meeting was adjourned at 9:50 a.m. with the following votes:

Voting Aye: Board Members Dale Hoffa, Godfrey, Kellam, Martin, Nagle, Nothstein, and Weaknecht

Voting Nay: None