

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Eric Weaknecht
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Board Vice-Chair

Isaac Caraway
Stephanie Jirard
Michael J. Koury Jr.
Brandon P. Neuman
Wayne E. Nothstein
Ed Walker



Charles H. Ramsey
PCCD Chair

Michael Pennington
Executive Director, PCCD

John Pfau
Manager
Bureau of Training Services

DATE: January 19, 2022

SUBJECT: January Board Meeting

TO: Sheriff and Deputy Sheriff Education and Training Board Members

FROM: Donald Numer
Sheriff and Deputy Sheriff Training Division

The packet of information for the October Board meeting is enclosed for your review. The meeting will be held at **9:00 a.m., Tuesday, January 25, 2022** at the Pennsylvania Commission on Crime and Delinquency, 3101 North Front Street, Harrisburg, PA 17110 and via Teams Video Conferencing.

Enclosure



SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

PA Commission on Crime and Delinquency
3101 North Front Street
Harrisburg, PA 17110

A G E N D A

In Person & Microsoft Teams

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Sheriff Weaknecht
Mr. Hummel
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Sheriff Weaknecht
Mr. Hummel
 - ✓ Mr. Joseph Holman
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- Delinquent 2021 Training: Action Item 23
Sheriff Weaknecht
Mr. Numer

- Training Delivery Reports
 - ✓ Penn State University
Steve Shelow
Mike Eckert
 - ✓ Temple University
Anthony Luongo

- Other Business

- Public Voice

- 2022 Meeting Dates: Friday, May 20, 2022, State College, PA 8:00 a.m.
Tuesday, August 2, 2022, PCCD, 9:00 a.m.
Tuesday, October 25, 2022, PCCD, 9:00 a.m.

- Adjournment

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

Minutes of the October 12, 2021 Meeting

Members Present

Stephanie Jirard
Michael J. Koury Jr.
Brandon Neuman
Jody S. Smith
Ed Walker
Eric Weaknecht

Members Absent

Isaac Caraway
Wayne E. Nothstein

Commission Staff Present

Sally Barry
Doug Hummel
Don Numer
Diane Morgan
Michael Pennington
John Pfau
Beth Romero
Megan Staub

Present

Penn State University
Mike Ecker
Steve Shelow

Temple University
Tony Luongo
Vanessa Williams

PA Sheriffs' Association
Beth Appleby
Tom Maioli

Cumberland County Sheriff's Office
Sheriff Ronny Anderson

Philadelphia Sheriff's Office
Sheriff Rochelle Bilal
Captain Willette Furtick

Indiana County Sheriff's Office
Sheriff Robert Fyock

Westmoreland County Sheriff's Office
Captain Jen Shipley

The October 12, 2021 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) and via Teams conference call. Chairman Weaknecht informed everyone that the meeting was being audio recorded.

Mr. Donald Numer, PCCD, confirmed the attendance of Board members: Chairman Weaknecht, Chief Deputy Jody Smith, Ms. Stephanie Jirard, Deputy Sheriff Ed Walker, and Judge Michael J. Koury Jr. He stated that a quorum of members was present. Board member, Judge Brandon Neuman joined the meeting at 9:10 a.m.

Mr. Numer acknowledged the attendance of PCCD staff members: Ms. Sally Barry, Ms. Elizabeth Romero, Ms. Diane Morgan, Ms. Megan Staub, Mr. Michael Pennington, Mr. John Pfau, and Mr. Douglas Hummel.

Others in attendance included: Mr. Michael Ecker and Mr. Steve Shelow, Penn State Justice and Safety Institute; Mr. Tony Luongo, Temple University; Mr. Thomas Maioli and Ms. Beth Appleby, PA Sheriffs' Association (PSA); Sheriff Rochelle Bilal and Captain Willette Furtick, Philadelphia Office of the Sheriff; Captain Jen Shipley, Westmoreland County Sheriff's Office; Sheriff Ronny Anderson, Cumberland County Sheriff's Office; and Sheriff Robert Fyock, Indiana County Sheriff's Office.

Chairman Weaknecht asked if everyone had an opportunity to review the minutes from the July 20, 2021 Board meeting. He stated that if there was no discussion, then he would entertain a motion to approve the minutes.

Chief Deputy Smith made a motion to approve the meeting minutes from July 20, 2021. Deputy Walker 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 Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Ms. Romero, PCCD, reviewed the first quarter fiscal report for state fiscal year 2021-2022, period ending September 30, 2021. The balance from the previous year was \$4,439,405.55. The fee collections as of September 30, 2021 was \$2,018,400.00. The total available funds were \$6,457,805.55. The total expenditures as of September 30, 2021 was \$1,327,334.39. The total expenditures and commitments were \$8,742,971.28 which included \$191,096.13 in administrative expenses. The details of the administrative expenses were included on page 16 of the meeting packet. The uncommitted balance as of September 30, 2021 was negative \$2,285,165.73.

Chairman Weaknecht asked if anyone had any questions or concerns regarding the fiscal report. He asked for a motion to approve the fiscal report.

Chief Deputy Smith made a motion to approve the first quarter fiscal report for state fiscal year 2021-2022, period ending September 30, 2021. Deputy Walker 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 Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Chairman Weaknecht asked Mr. Numer to provide the training supervisor's report. Mr. Numer asked if there were any questions regarding the Budget Projection Report, Fee Collection Report, Administrative Expense Report, or the Purchase Order Analysis included in the meeting packet on pages 14 through 17 respectively. Mr. Numer commended Ms. Romero for her work on preparing the Budget Projection Report. This report will be used in the decision process regarding reinstating the reimbursement process. Mr. Numer stressed that the report included projections.

Mr. Numer stated that approximately 5.6 million dollars is owed to the counties for reimbursements submitted through September 30, 2021. He stated that the SDSETB will be asked to consider to start paying past reimbursement obligations. This will be addressed later in the meeting.

Mr. Numer stated that \$613,592.04 was returned to the Training Account as a result of closing out the contract with Penn State – Fayette. In addition, \$187,840.12 was returned from the closure of the 2020 calendar year contract with Penn State – Main Campus.

Mr. Numer stated that approximately 80 percent of sheriffs and deputies completed the required on-line continuing education training for 2021. The training has been available since early February 2021. Mr. Numer sent an email reminder to all sheriffs and deputies regarding the need to complete the required training for re-certification. The email was sent on July 19, 2021. Delinquent training rosters were also sent on September 16, 2021. The training deadline is November 19, 2021.

Mr. Numer reported that Basic Training class B-21-02 graduated 29 deputies on September 3, 2021. Graduation was held "live" and was streamed on the internet. Mr. Numer thanked Mr. Maioli, PSA, for live-streaming graduation. Class B-21-03 has 27 deputies attending and graduation will be held at the Ramada Inn, State College, on December 17, 2021.

Mr. Numer reported that 51 sheriffs and deputies completed Waiver Training class W-21-03, on September 24, 2021. Class W-21-04 was cancelled due to low enrollment. Mr. Numer stated that 130 sheriffs and deputies completed the Waiver Training Program in 2021. Mr. Numer stated that he is hopeful that the new on-line portion (pre-requisite) of the new Waiver Training Program for 2022 will be available by November 1, 2021.

Mr. Numer stated that the curriculum development for the 2022 on-line continuing education training is being finalized. The subjects include: Legal Updates, Courthouse Security, and Domestic Violence Risk Assessment. Training will be available beginning January 24, 2022.

Mr. Numer stated that two Basic Training classes have been scheduled for 2022 and three Waiver Training classes will be scheduled. A fourth Waiver Training class could be added if needed. Mr. Numer stated that waiver training enrollment statistics may support the possibility of hosting a class in the Philadelphia area. Staff will continue to monitor the enrollment numbers.

Mr. Numer reported that double room occupancy will resume for basic and waiver training in 2022. Basic training will be held at the HUB. We also plan to reduce our instructor to student ratio to our ratio prior to COVID-19. Staff continue to monitor the COVID requirements and recommendations. Mr. Numer stated that plans can change.

Mr. Numer reported that the Workgroup had a meeting on September 9, 2021. The Workgroup discussed curriculum development for 2023 continuing education training and recommended the following subjects for curriculum development: Legal Updates, Preparation for Service, De-escalation Skills, Judicial Security, and Addictions. Mr. Numer stated the sheriffs and deputies will have a choice of which subjects to complete, but everyone will need to complete the Legal Updates module.

Mr. Numer reported the dismissal of a Northampton County deputy sheriff from Basic Training class B-21-03. The deputy's employment was subsequently terminated by the County.

Mr. Numer informed the SDSETB that in accordance with Board Policy, staff approved one additional opportunity for Deputy Sheriff Tyreek Cooper, Philadelphia, to attempt the academy physical fitness test. Deputy Cooper will take the test on October 18, 2021. If he passes the fitness test, he will be re-admitted to the academy to complete the remainder of his training for certification.

Mr. Maioli stated that it appears the physical fitness test failure rate is increasing. He asked if the PSA could provide any guidance to the sheriffs regarding this issue. Mr. Numer stated that sheriffs should pre-test their deputies and not send those that can not pass the test. He said that hiring shortages may cause sheriffs to "hope" some of the new hires pass. Mr. Numer stated that the January Basic Training class has 40 enrolled and 1 on the waiting list.

Mr. Numer introduced the next Action Item regarding the County Training Reimbursements. A summary of the issue was included on page 18 of the meeting packet. Mr. Numer reported that since the reimbursement process was suspended for trainings beginning after July 1, 2017, 4,864 reimbursements have been submitted. The total obligation for those reimbursements is \$5,627,428. Mr. Numer stated that Act 134 of 2020 increased the training fees collected by the counties. With the most recent report of fee submissions, PCCD staff projects that there are sufficient funds available to reimburse two million dollars during fiscal year 2021-2022 and still maintain sufficient funds to continue training.

Mr. Numer stated that if the SDSETB approved the processing and paying two million dollars in reimbursements, PCCD would process reimbursements in the order of submission. Staff would process 1,656 reimbursement invoices that were submitted from July 1, 2017 through March 31, 2019. Mr. Numer stated that in October 2022, the SDSETB would review the funding levels and determine reimbursements to be paid during fiscal year 2022-2023. Mr. Numer stated that Board approval of the recommendation would be reported to the PCCD at its next meeting.

Chairman Weaknecht asked if we reinstated prior trainings that were previous halted. Mr. Numer stated that most of the Train the Trainer Firearms Instructor courses have been reinstated. Mr. Numer explained that the PCCD fiscal staff are being conservative in estimating the financial status of providing reimbursements.

Deputy Walker made a motion to pay reimbursements owed to the counties as recommended by PCCD Staff, limiting payments at a total of two million dollars and to pay reimbursements submitted from July 1, 2017 through March 31, 2019, based on the first claims submitted. Chief Deputy Smith seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the motion. Chief Deputy Smith thanked Ms. Romero and the PCCD fiscal staff for providing a thorough report. No further discussion occurred, and the motion passed with the following votes:

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

Voting Nay: None

Mr. Hummel reviewed the time extension request submitted by Sheriff Richard Keuerleber, York County. Sheriff Keuerleber requested a time extension for Deputy Tony Tran. Deputy Tran is currently attending basic training with class B-21-03 and is expected to graduate on December 17, 2021. The request is for Deputy Tran to serve in an administrative capacity and continue attending training until his graduation and certification on December 17, 2021.

Chief Deputy Smith made a motion to approve the time extension request for Deputy Tran, provided he serves in an administrative capacity. 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 Jirard, Koury, Neuman, 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 SDSETB 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 SDSETB action.

Mr. Hummel reviewed the training request submitted by Sheriff Bilal, Philadelphia Office of the Sheriff. The request was for a partial training waiver for Deputy Sheriff Ayesha Waller. Deputy Waller was a Deputy Sheriff in Alexandria, Virginia and is a certified Law Enforcement Officer and Deputy Sheriff in Virginia. Based on a review of her training and experience, staff recommended that Deputy Waller be required to complete the Law Module (160 hours) for certification as a Deputy Sheriff in the Commonwealth of Pennsylvania.

Deputy Walker made a motion to approve the training request and require Deputy Sheriff Ayesha Waller to complete the Law Module for certification as a Deputy Sheriff in the Commonwealth of Pennsylvania. Chief Deputy Smith 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 Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Hummel reviewed the instructor application for Mr. John Miles submitted by Penn State University. The request is to certify Mr. Miles to instruct the Law module and the Emergency Medical Services module. Mr. Miles is a police officer with the Mifflin County Regional Police Department and a certified Paramedic with the Centre Life Link Emergency Medical Services.

Deputy Walker made a motion to approve the instructor application for Mr. John Miles. Chief Deputy Smith seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the motion. No further discussion occurred, and the motion passed with the following votes:

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

Voting Nay: None

Mr. Tony Luongo, Temple University, provided the report on continuing education training and curriculum development for Temple University. He reported that approximately eighty percent of the sheriffs and deputies completed the 2021 on-line continuing education training. The training subjects include: Deputy Wellness, Transports, and Legal Updates. The deadline to complete the continuing education training is November 19, 2021. Mr. Luongo thanked the sheriffs for their support in having the deputies complete the training. He stated that Temple received 732 “help desk” requests and have resolved over ninety-nine percent of the issues. Most of the issues involved resetting passwords and creating access to Temple’s Canvas learning management system.

Mr. Luongo stated that curriculum for the 2022 on-line continuing education training was being developed for the topics: Legal Updates, Courthouse Security, and Domestic Violence Risk Assessment. He reported that curriculum for the new Waiver Training Program was being developed. The Waiver Training is being converted to one week of on-line training and one week of classroom training. Mr. Luongo stated that his staff have been collaborating with the Basic Training Academy staff to update the basic training subjects: Civil Law, Crimes and Offenses, and Criminal Procedure.

Mr. Luongo stated that sheriffs and deputies will have options for choosing subjects during the 2023 Continuing Education Training cycle. Multiple subjects will be offered. He stated that a job task analysis will be conducted during 2022/2023. The goal is to establish a plan that includes an analysis of job functions and training needs.

Mr. Michael Ecker, Penn State University, provided the basic training delivery report. He stated that Basic Training Class B-21-02 graduated on September 3, 2021. He thanked the PSA and the Deputy Sheriffs’ Association. Mr. Ecker stated that class B-21-03 was in training week nine. He stated that B-22-01 had forty deputies enrolled and two on the waiting list. Mr. Ecker stated that 53 deputies completed waiver training on September 24, 2021. He reported that seventeen deputies attended the Firearms Instructor and Patrol Rifle Instructor Re-Certification Course that was held in August 2021. Mr. Ecker reported that academy staff member, Mr. Paul Banach, resigned his position with the academy and will begin working for the Penn State Justice and Safety Institute’s fee for service law enforcement training program. He stated that Mr. Banach will continue to assist in revising the Use of Force curriculum for our basic training.

Chairman Weaknecht asked if there was any further Board discussion or public comments. He announced that the next Board meeting is January 25, 2022, at 9:00 a.m. The meeting will be conducted in a hybrid format. The PCCD will be open and staff will be present to conduct the meeting. Board members and the public are welcome to attend but may also attend via video conference call.

Deputy Walker made a motion to adjourn the meeting. Chief Deputy Smith seconded the motion and the meeting was adjourned with the following votes:

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

Voting Nay: None

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING ACCOUNT
COMBINED STATEMENT OF CASH RECEIPTS, EXPENDITURES, AND COMMITMENTS
For State Fiscal Year 2021-22 as of December 31, 2021

RECEIPTS	<u>RECEIPTS</u>	<u>TOTAL</u>	<u>BALANCE</u>
Balance from Previous Year			\$4,439,405.55
Fee Collections:			
Actual for 07/01/21 - 12/31/2021	\$2,132,354.00		
TOTAL FUNDS AVAILABLE AT 12-31-2021			<u><u>\$6,571,759.55</u></u>

EXPENDITURES AND COMMITMENTS

	<u>EXPENDITURES</u>	<u>COMMITMENTS</u>	<u>TOTAL</u>
Administration:	\$218,951.38	\$158,530.65	\$377,482.03
Education:			
Pennsylvania State University (Main)			
PO 4300646825 - Basic Training 01-01-20 to 12-31-20	\$1,104,853.64	\$0.00	\$1,104,853.64
PO 4300681801 - Basic Training 01-01-21 to 06-30-21	\$720,168.13	\$1,185,974.21	\$1,906,142.34
PO 4300701304 - Basic Training 07-01-21 to 12-31-22		\$4,668,573.07	\$4,668,573.07
Temple University			
PO 4300629126 - Continuing Education 07-01-19 to 08-31-21	\$65,180.16	\$55,239.28	\$120,419.44
PO 4300706760 - Continuing Education 09-01-21 to 06-30-23	\$0.00	\$274,114.48	\$274,114.48
PO 4300675758 - Curriculum Development 10-21-20 to 12-31-21	\$52,576.48	\$382,951.51	\$435,527.99
PO 4300719405 - Curriculum Development 01-01-2022 to 06-30-2023		\$967,917.08	
Alutiq Diversified Services LLC			
PO 4300608821 -Curriculum Manager 01-01-19 to 12-31-21	\$32,231.80	\$10,012.40	\$42,244.20
PO 4300715843 -Curriculum Manager 01-01-2022 to 12-31-2022		\$59,221.76	\$59,221.76
Reimbursements to Counties	\$479,295.40		\$479,295.40
TOTAL EXPENDITURES AND COMMITMENTS as of December 31, 2021	<u>\$2,673,256.99</u>	<u>\$7,762,534.44</u>	<u>\$10,435,791.43</u>
Uncommitted balance as of December 31, 2021*			<u><u>-\$3,864,031.88</u></u>

* The uncommitted balance does not take into account the cumulative amount of unpaid county reimbursements incurred since the suspension
See 2021-22 Projection - Quarterly Update

Prepared By:
Dorthey Jacobelli
Financial Administration
01/05/2022

Sheriff and Deputy Sheriff Education and Training Fund
21-22 Projection
Quarterly Update

<u>State FY</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>% (+ -)</u>	<u>Training and admin Expenditures</u>	<u>Total Expenditures</u>	<u>% (+ -)</u>	<u>Ending Balance</u>
Actual:							
16/17	\$4,142,259	\$3,857,692	-6.95%	\$3,726,297	\$6,279,299	-8.02%	\$1,720,652
17/18	\$1,720,652	\$3,728,001	-3.36%	\$3,547,060	\$4,463,053	-4.81%	\$985,600
18/19	\$985,600	\$3,422,963	-8.18%	\$2,459,357	\$2,475,513	-30.66%	\$1,933,050
19/20	\$1,933,050	\$3,418,307	-0.14%	\$2,230,629	\$2,230,629	-9.30%	\$3,120,728
20/21	\$3,120,728	\$2,484,254	-27.33%	\$1,165,576	\$1,165,576	-47.75%	\$4,439,406
Average \$	\$4,018,714	\$3,418,307	-9.19%	\$2,230,629	\$6,647,962	-20.11%	

21-22 Year to Date Actual							
1st Qtr	\$4,439,405.55	\$2,018,400.00			\$1,327,334.39		\$5,130,471.16
2nd Qtr	\$5,130,471.16	\$113,954.00			\$1,345,922.60		\$3,898,502.56
3rd Qtr							
4th Qtr							
		\$2,132,354.00			\$2,673,256.99		
17-18 Obligation to Counties for Suspended Reimbursements					\$508,463		
18-19 Obligation to Counties for Suspended Reimbursements					\$1,496,374		
19-20 Obligation to Counties for Suspended Reimbursements					\$1,004,041		
20-21 Obligation to Counties for Suspended Reimbursements					\$1,415,584		
21-22 Obligation to Counties for Suspended Reimbursements					\$1,391,485.41		
				Total Obligation	\$5,815,948		

Projected							
<u>Projections State FY</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>% (+ -)</u>	<u>Training and admin Expenditures</u>	<u>Projected Reimbursements</u>	<u>Ending Balance</u>	<u>Cumulative Reimbursement Obligation</u>
21/22	\$4,439,406	\$3,931,053	15.00%	\$1,210,189	\$2,000,000	\$5,160,270	\$3,924,462
22/23	\$5,160,270	\$5,400,000	37.37%	\$1,234,393	\$2,000,000	\$7,325,877	\$3,424,462
23/24	\$7,325,877	\$5,400,000	0.00%	\$1,259,081	\$3,000,000	\$8,466,796	\$1,924,462
24/25	\$8,466,796	\$5,400,000	0.00%	\$1,284,262	\$3,000,000	\$9,582,534	\$424,462
25/26	\$9,582,534	\$5,400,000	0.00%	\$1,309,947	\$2,403,758	\$11,268,829	-\$479,296

Revenue projection begins with 19/20 actual revenue and projects a 15% increase in 21/22.
Expenditure projections begin with 19/20 actual and caps training and administrative expense increases at 2.0% per year to account for routine increases in costs.
Projected reimbursements are subject to revision based on actual revenue received
Cumulative Reimbursement Obligation represents the increasing debt to counties due the suspension of reimbursements, and includes the actual total obligation incurred since FY 17-18 based on submitted reimbursement requests.
As payments to counties resume, obligations will be retired beginning with the oldest

Sheriff and Deputy Sheriff Fee Collection

Quarter Ending	State Fiscal Year 2012-13	State Fiscal Year 2013-14	State Fiscal Year 2014-15	State Fiscal Year 2015-16	State Fiscal Year 2016-17	State Fiscal Year 2017-18	State Fiscal Year 2018-19	State Fiscal Year 2019-20	State Fiscal Year 2020-21	State Fiscal Year 2021-22
September	1,574,818.00	\$1,513,557.00	\$1,462,081.30	\$1,366,240.00	\$1,312,082.00	\$1,625,489.00	\$1,340,619.50	1,622,076.96	911,920.00	2,018,400.00
December	599,237.59	\$527,476.37	\$637,648.00	\$692,560.00	\$616,024.00	\$337,347.00	\$451,700.00	179,680.00	215,481.00	113,954.00
March	1,711,662.00	\$1,729,602.00	\$1,998,646.90	\$1,257,880.00	\$1,299,080.00	\$1,241,630.00	\$1,202,305.00	1,109,290.00	1,165,754.00	
June	<u>219,350.98</u>	<u>\$257,795.57</u>	<u>\$235,370.00</u>	<u>\$829,020.00</u>	<u>\$630,506.17</u>	<u>\$523,534.50</u>	<u>\$428,338.00</u>	<u>507,260.00</u>	<u>191,099.00</u>	
SFY Total	\$4,105,068.57	\$4,028,430.94	\$4,333,746.20	\$4,145,700.00	\$3,857,692.17	\$3,728,000.50	\$3,422,962.50	\$3,418,306.96	\$2,484,254.00	\$2,132,354.00

\$3,931,053.00
projected revenue

**Sheriff and Deputy Sheriff Education and Training
Administrative Expenses
December 31, 2021**

<u>Description</u>	<u>Commitment Detail</u>	<u>Expenditure Detail</u>
SDS Staff through 12/31/21		\$134,646.69
Timesheet Transfers 7/1/21 - 12/31/2021/21		\$22,527.83
Personnel Services TOTAL		\$157,174.52
Travel		\$802.92
Telecommunications	\$481.26	\$662.76
IT Consulting - OST	*	\$51,373.68
Specialized Services (Inter-Agency Billings/Data Collection)	\$129,616.19	
Computer Hardware Periph/Software Licenses	\$5,546.32	\$747.63
Real Estate - building rental	\$651.86	\$6,027.56
Other Operational Expenses	**	\$534.93
Office Supplies		\$0.00
Printing		\$80.40
Photo ID & Ribbons		\$1,546.98
Vendor Refund		\$0.00
Annual Reporting Fee - Federal		
Conference Expenses		
	<u>\$158,530.65</u>	<u>\$218,951.38</u>

**Real Estate Commitments represent the program's portion of a multi-year lease.

Pennsylvania Commission on Crime and Delinquency
 Sheriff and Deputy Sheriff Education and Training
 PO Status for State Fiscal Year 2021-22 as of September 30, 2021

Purchase Order	Vendor Name Description of Service Term	PO Beginning Balance	Augmentation	Expenditures	Liquidations	Expenditures	Liquidations	Expenditures	Liquidations	Expenditures	Commitments 12/31/2021
				* PAID * in 18-19 FY	from 18-19 FY Budget	* PAID * in 19-20 FY	from 19-20 FY Budget	* PAID * in 20-21 FY	from 20-21 FY Budget	* PAID * in 21-22 FY	
PSU Main											
4300646825	Basic Training 1-1-20 to 12-31-20	\$2,300,950.29	\$341,476.16			\$321,133.16	\$0.00	\$514,092.09	702,347.56	1,104,853.64	\$0.00
4300681801	Basic Training 1-1-21 to 6-30-21	\$1,906,142.34						\$0.00		720,168.13	\$1,185,974.21
4300701304	Basic Training 7-1-21 to 7-31-21	\$4,668,573.07						\$0.00		\$0.00	\$4,668,573.07
Temple											
4300629126	Continuing Education 7-1-19 to 8-31-21	\$269,990.65	-\$16,945.95			\$15,403.76	\$29,491.88	\$87,729.62		65,180.16	\$55,239.28
4300706760	Continuing Education 9-1-21 to 6-30-23	\$274,114.48								0.00	\$274,114.48
Temple											
4300675758	Curriculum Development 10-21-20 to 10-31-21	\$452,727.05						\$17,199.06		52,576.48	\$382,951.51
4300719405	Curriculum Development 1-7-2022 to 6-30-2023	\$967,917.08									\$967,917.08
Alutiiq Diversified Svs LLC											
4300608821	Curriculum Manager 01-01-19 to 12-31-21	\$60,183.00	\$110,292.53	\$19,347.17		\$58,116.62	\$4,624.35	\$46,143.20		32,231.80	\$10,012.39
4300715843	Curriculum Manager 01-01-2022 to 12-31-2022	\$59,221.76									\$59,221.76
TOTAL =		\$9,872,497.88									\$7,604,003.78

ACTION ITEM

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

January 25, 2022

TEMPORARY EXTENSIONS FOR HYBRID WAIVER

The Board is offering a Hybrid Waiver program starting in April 2022. This involves qualified deputies taking a Waiver Prerequisite course online consisting of 40-hours training. Subjects will include, Role of the Sheriff, Security, and Law (Civil and Comprehensive Legal Updates).

Upon successful completion of the prerequisite, counties may then register their candidates in the Residential Waiver Course consisting of 40-hours of Security and Civil Law. Curriculum for the Waiver Prerequisite is completed and available in Canvas. Staff and Temple are finalizing the residential curriculum.

This change has necessitated major modifications to the Sheriff and Deputy Sheriff Information System (SDSIS). Managing enrollment rules, grading, and reimbursements was more involved than anticipated. To allow for the roll out of the training, educating county administrators on the new enrollment procedures, and permitting enough time for students to complete the prerequisite training, staff has scheduled the first residential waiver course for April 2022. We normally have the first course in January.

This creates an issue for several counties who were anticipating a January class. Staff recommends that the Board authorize a temporary time extension for those deputies who meet the following criteria:

- Prior Pennsylvania police experience or Act 120 training.
- Otherwise qualify for a Board Waiver of Training.
- Are scheduled in the next available residential waiver training upon completion of the prerequisite training.

Staff requests this temporary time extension through June 30, 2022.

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

TIME EXTENSION REQUEST

Montgomery County

Basic Training – Pre-Certification

Deputy Patrick Ball

Hire Date: 7/19/2021 Training Due Date: 10/2/2021 Submitted: 10/5/2021

Extension Request Date: 3/1/2022

Sheriff Sean Kilkenny is requesting a time extension for Deputy Ball. Deputy Ball was previously employed from March 12, 2018 through December 27, 2018 with the Philadelphia Office of the Sheriff. Deputy Ball did not previously attend training for certification while employed in Philadelphia. Sheriff Kilkenny was unaware that Deputy Ball's previous employment affected his length of time to become certified. Upon being employed with Montgomery County, Deputy Ball had 2.5 months remaining to obtain his certification. The request is for Deputy Ball to serve in full duty status until his completion of the next available Waiver Training Program.

The request does not comply with Board Policy.

SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD

January 25, 2022

Time Extensions Approved by the Training Supervisor

<u>Name</u>	<u>County</u>	<u>Reason</u>
Keith Berezwick	Schuylkill	Medical Leave
Aaron Ogrizovich	Beaver	Medical Leave
Colleen Catanese	Lackawanna	Medical Leave
Steven Felder	Westmoreland	Medical Leave
Michael Lutz	York	Medical Leave
Nicholas Giardina	Montgomery	Military
Porter Kling	Clearfield	Medical Leave
Brittany Diehl	Bedford	Medical Leave
Herbert Bostic	Philadelphia	Military
Robert Bradby	Philadelphia	Medical Leave
Donald Cobb	Philadelphia	Medical Leave
Carlo DelBorrello	Philadelphia	Medical Leave
Calvin Headen	Philadelphia	Medical Leave
William McCarron Jr.	Philadelphia	Medical
Emily McGowan	Philadelphia	Medical
Dolores Ramos	Philadelphia	Medical
Wanda Serrano	Philadelphia	Medical
Kevin Smith	Philadelphia	Medical
April Washington	Philadelphia	Medical
Samuel Washington	Philadelphia	Medical
William Wilson	Philadelphia	Medical
David Zarko	Philadelphia	Medical

SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD

January 25, 2022

PARTIAL TRAINING WAIVER APPLICATIONS
APPROVED BY THE PROGRAM SUPERVISOR

Below is a list of all deputies and sheriffs who have been approved from September 21, 2021 to January 4, 2022.

County	Name	Hired Date	BT Waiver Approved On	Must Complete Training By	Enrolled In
Beaver	Reese, Cody Allen	10/17/2021	11/03/2021	10/17/2022	
Beaver	Ursida, Tyler Mark	10/17/2021	11/03/2021	10/17/2022	
Cumberland	Vaughn, Michael	09/13/2021	01/03/2022	09/13/2022	
Lehigh	Delfino, Joseph Xavier	07/26/2021	10/13/2021	07/26/2022	
Montgomery	Ashmore, Joseph	10/11/2021	10/28/2021	10/11/2022	
Montgomery	McCrane, Colleen	10/11/2021	10/19/2021	12/31/2020	
Philadelphia	Paige, Michael A	10/18/2021	11/03/2021	10/18/2022	
Venango	Martz, Kellis Bret	10/04/2021	11/18/2021	10/04/2022	

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

**Partial Training Waiver
Other Training and Experience**

Sheriff Jody S. Smith, Cumberland County is requesting a partial training waiver for Deputy Sheriff Thomas Viens. Deputy Viens was a certified police officer with the Waterford, Connecticut Police Department. He retired on October 15, 2021.

Based on his training and experience, staff recommends that he be waived from training for the following subjects:

Module 2	Professional Development	56 hours
Module 3	Physical Training	68 hours
Module 4	Firearms	88 hours
Module 5	Defensive Tactics	84 hours
Module 7	Deputy Safety	104 hours
Module 8	Investigations (Role of 1 st Responder)	8 hours
Module 9	Emergency Services	56 hours
Module 10	Competency Training	<u>48 hours</u>
		512 hours

This request is permitted under Act 1984-2 and staff recommends approval.

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

**Partial Training Waiver
Other Training and Experience**

Sheriff Richard Keuerleber, York County is requesting a partial training waiver for Deputy Sheriff Luke Seitz. Deputy Seitz was a certified Correctional Officer and certified Law Enforcement Officer in the state of Florida. Deputy Seitz also completed the MPOETC waiver assessment exam.

Based on his training and experience, staff recommends that he be waived from training for the following subjects:

Module 1	Crimes and Offenses	24 hours
Module 1	Criminal Procedure	28 hours
Module 1	Use of Force	16 hours
Module 2	Professional Development	56 hours
Module 3	Physical Training	68 hours
Module 4	Firearms	88 hours
Module 5	Defensive Tactics	84 hours
Module 7	Deputy Safety	104 hours
Module 8	Investigations (SFSTS & DUI)	32 hours
Module 9	Emergency Services	56 hours
Module 10	Competency Training	<u>48 hours</u>
		604 hours

This request is permitted under Act 1984-2 and staff recommends approval.

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

PENN STATE UNIVERSITY

JOSEPH W. HOLMAN

Requested Subject Certifications:

- Defensive Tactics, Security, and Deputy Safety

Occupation: Deputy Sheriff

Organization Name: Montgomery County Sheriff's Office

Education (Level Achieved): Associates Degree

Institution: Montgomery County Community College

Years of Law Enforcement Experience: 12 years

Years of Instructional Experience: 11 years

Last Instructional Assignment: Sheriff and Deputy Sheriff Training Academy – Defensive Tactics Role Player and Defensive Tactics Instructor for Sheriff's Office

Certifications/Other Special Qualifications: Act-2 Sheriff and Deputy Sheriff Certification, PPCT Threat Pattern Recognition and Use of Force Instructor Certification

Staff Recommendations: Staff recommends Board certification of Joseph W. Holman for the subject(s) listed above.

Criminal Record Check: December 8, 2021. No record found.

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

PENN STATE UNIVERSITY

LARRY L. HOPKINS

Requested Subject Certifications:

- Defensive Tactics, Security, and Deputy Safety

Occupation: Deputy Sheriff

Organization Name: Blair County Sheriff's Office

Education (Level Achieved): High School Diploma

Institution: York County School of Technology

Years of Law Enforcement Experience: 3 years

Years of Instructional Experience: 1 years

Last Instructional Assignment: Sheriff and Deputy Sheriff Training Academy –
Defensive Tactics Role Player

Certifications/Other Special Qualifications: Act-2 Sheriff and Deputy Sheriff
Certification

Staff Recommendations: Staff recommends Board certification of Larry L.
Hopkins for the subject(s) listed above.

Criminal Record Check: April 29, 2021. No record found.

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

PENN STATE UNIVERSITY

FRANK MONROE

Requested Subject Certifications:

- Law, Security, and Deputy Safety

Occupation: Retired Police Officer and former Deputy Sheriff

Organization Name: Patton Township Police Department and Bradford County Sheriff's Office

Education (Level Achieved): Bachelors Degree

Institution: Mansfield University

Years of Law Enforcement Experience: 30 years

Years of Instructional Experience: 15 years

Last Instructional Assignment: Sheriff and Deputy Sheriff Training Academy - Firearms

Certifications/Other Special Qualifications: Act-2 Sheriff and Deputy Sheriff Certification, Firearms Instructor Certification, and Act 120 Instructor

Staff Recommendations: Staff recommends Board certification of Frank Monroe for the subject(s) listed above.

Criminal Record Check: October 8, 2021. No record found.

ACTION ITEM

**SHERIFF AND DEPUTY SHERIFF EDUCATION
AND TRAINING BOARD**

January 25, 2022

DELINQUENT 2021 CONTINUING EDUCATION

Continuing Education, C-21-01, was open in Temple Canvas from February 5th to November 19th, 2021. All sheriffs and deputies were notified by bulletin and email of the requirement to complete the three courses (10 hours) of online training for certification for 2022. Several reminders were sent out to the county sheriffs throughout the year and starting in October, we sent several specific emails to county sheriffs on delinquent deputies. When the training expired on November 19th, we sent out another notification to counties who still had delinquent deputies offering one more make-up opportunity over a two-week period in December. Those delinquent deputies were then individually notified. That session has closed, and we still have 2 deputies who failed to recertify. We did not have this issue at the end of 2020.

Staff is proposing that if the sheriff makes a specific request to allow his/her deputy to be given a third opportunity to complete the training for 2022 certification, staff will reopen the training for 1 week and if the deputy fails to successfully complete training in that time period, the county would be required to terminate them as failing to recertify.

Should a county rehire a terminated deputy whose certification has expired, they would be required to complete the online "Certification Reactivation" course as required by Board Policy to regain certification.