

CONSTABLES' TRAINING BULLETIN

NUMBER 108**AUGUST 2022**

Intent of Constables' Education and Training Program

The Pennsylvania Commission on Crime and Delinquency (PCCD)/Constables' Education and Training Board (CETB) is statutorily authorized to provide training and certification to constables and deputy constables to perform work for the judicial system. The PCCD/CETB does not train constables and deputy constables to perform work unrelated to judiciary assigned duties. The certification provided by the PCCD/CETB does not support coverage to any constable performing work outside of the judiciary, such as private security work. This applies to both the basic certification and the firearms certification.

The true intent of the CETB is outlined below:

Title 44, Chapter 71, Subchapter E, §7142(a) states: "Certification.—After the establishment, implementation and administration of the Constables' Education and Training Program created under sections 7144 (relating to program established) and 7145 (relating to program contents), no constable or deputy constable shall perform any judicial duties nor demand or receive any fee, surcharge or mileage provided by this subchapter unless he has been certified under this subchapter.

Title 44, Chapter 71, Subchapter E, §7142(f) states: "Conduct.—While a constable or deputy constable is performing duties other than judicial duties, regardless of whether or not he is certified under this subchapter, he shall not in any manner hold himself out to be active as an agent, employee or representative of any court, magisterial district judge or judge."

Confirmation Letters

If a Constable has not received their Confirmation Letters for Basic Training, Basic Firearms, Continuing Education, and/or Annual Firearms, they should check their email inbox for Confirmation Letters **from the Training Delivery Contractors, Dee Beiter-Temple (deidre.sherman@temple.edu) or Tony Mucha-PSU-JASI (txm52@psu.edu)**. If a Constable is not finding their Confirmation Letter in their inbox, they should check their spam and junk folders. A Constable can do an online search on how to move emails from their spam and junk folders to ensure that emails from the Training Delivery Contractors are sent directly to their inbox.

As a reminder Program Staff only sends out electronic communication and does not send physical mail through the US Postal Service. It is the Constable's responsibility to update their CCETS profile if they are using a new or different email address. Program Staff cannot provide technical support on how to use personal email.

Constables' Education and Training
Board Members:

Board Chair – Craig Westover
Board Vice Chair – John Bruno

Francis C. Peitz, Jr.
Major Joanne Reed
Patricia Norwood-Foden



Charles H. Ramsey
Chairman, PCCD

Michael Pennington
Executive Director, PCCD

John Pfau
Manager,
Bureau of Training Services

COVID Protocols

Both Penn State and Temple Universities have removed their mandatory mask mandates. PCCD in conjunction with both Penn State and Temple Universities will continue to monitor and update the constable population on COVID protocols in the Constables' training environment. Please be considerate of others who choose to wear a mask in the constables' training environment.

Registration Information

It is the Constable's responsibility to ensure that their mailing and/or business addresses, email, phone numbers or any other contact information are current. If you have a change you may update it in CCETS or email Program Staff with the changes. It is required by Board Regulations, see below:

Title 37 §431.11 Registration: A person shall register with the Board for certification by submitting information such as mailing address and telephone number, Social Security number, date of birth and office held or sought. A constable shall set forth the beginning date and expiration date of the term of office held and provide documentary evidence of election or appointment. A registrant shall inform the Board of a change to registration information within 15 days of the change.

Policy Regarding Annual Firearms Failures

At the August 9, 2018 Board meeting, the Board approved the attached Policy regarding firearms failures during the Constable Qualification Course (CQC). This Policy was also approved by the PCCD at its September 12, 2018 meeting. The policy states:

2. *Firearms qualification.*

a. A constable who fails either phase of the qualification course of fire on their first attempt, will not be provided any remediation training by the firearms instructors.

b. The firearms certification of a constable who fails to attain a passing score in a retest of a written examination or practical skill proficiency examination shall cease immediately on the date of the failure. The constable will not be firearms certified until that constable attends a second firearms qualification course in its entirety and completes it successfully to obtain a firearms qualification. The constable shall bear financial responsibility for the second firearms qualification course.

This Policy change states that the firearms certification will end the day of the firearms failure. A constable will not be firearms certified until they pay to attend a second 5-Hour Annual Qualification Course and successfully complete the second Course.

Please note that if a constable's firearms certification is removed due to a failure and the constable meets the base certification requirements, the constable is still able to perform work for the courts because the base certification is not affected by the firearms certification removal. Only the ability to carry a firearm while performing court work is affected by firearms certification removal.

2023 Training Schedule

All 2022 80-Hour Basic Training Courses are full and staff are no longer accepting any enrollments. The current class sizes cannot be increased and there are no waiting lists available. If you have not done so, please register in CCETS so that Program Staff can project the training needs for 2023. Program Staff will email the current non-certified CCETS registered users with the 2023 80-Hour Basic Training schedule in late October/early November of 2022. Contact Nick Hartman at 717-265-8551 with any questions regarding Basic Training.

2022 Continuing Education Subjects

If you have not signed up for the 2022 8-Hour in person Defensive Tactics classroom training, you should do so immediately. Staff have had to cancel six 2022 Continuing Education Classes due to low enrollment but numerous spots are still available. You will not receive 2023 certification until all 20-Hours of training (classroom and online) are successfully completed.

Less than 36% of the constable population has completed the three online subject material in Canvas. This must be completed by 5:00 pm, November 18, 2022 in order for a constable to be recertified for 2023.

The 2022 Continuing Education training requirements are broken into Defensive Tactics (8-Hours in-class), Service of Criminal Warrants (4-Hours Online, Canvas), Legal Updates (4-Hours Online, Canvas) and Crisis Intervention (4-Hours Online, Canvas). Course Descriptions are available in the 2022 Training Schedule. You must complete all of these subjects to continue your certification into 2023. It will be highly beneficial if you complete the Service of Criminal Warrants prior to attending your classroom Defensive Tactics (DT). The Service of Criminal Warrants class covers a lot of material that precedes the lecture portion of Defensive Tactics.

All 20 hours of Continuing Education training must be completed by Friday, November 18, 2022 at 5:00 pm.

Photographs, Audio/Video Recording are Prohibited

As a reminder, no photographs or video recordings are to be taken at any training classes. This includes photographs, audio or video recordings taken of other Constables, classroom lecture, pictures of PowerPoint slides, etc. If Program Staff or the Instructor(s) see a Constable taking pictures, or an audio/video recording, the Constable will be told to delete the media. This could be considered a violation of the PA Constables' Training Code of Conduct and disciplinary action could be taken.

Student Study Guides

Student Study Guides for Defensive Tactics and Firearms are available in CCETS. Review the Study Guides before you attend the 8-Hour in person Defensive Tactics classroom training and the 5-Hour Annual Firearms Qualification Course as it is a good refresher for the written examinations.

Contact Information

The Training Delivery Constables' Coordinators contact information is as follows:

East Region: Deidre Beiter, Temple University, Constables Training Coordinator – 267-468-8331 (work) – 267-468-8660 (FAX) – deidre.sherman@temple.edu (Email)

West Region: Tony Mucha, PSU-Justice & Safety Institute (JASI) – 814-865-8051 (work) – 814-863-3018 (FAX) – txm52@psu.edu (Email)

If you have questions regarding certification, training, insurance, or where to send your election certificate or appointment order, Program Staff are available by both email and phone, see below.

THESE ARE NOT CONTACTS FOR CLASS ENROLLMENT

Tracy Beaver – trabeaver@pa.gov and 717-265-8552

Nick Hartman – nihartman@pa.gov and 717-265-8551

Sherry Leffler – sleffler@pa.gov and 717-265-8554