

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

Minutes of the May 20, 2022 Meeting

Members Present

Angelinel M. Brown
Joseph George
Barry Howe
Stephanie Jirard
Brandon Neuman
Wayne E. Nothstein
Jody S. Smith
Eric Weaknecht

Members Absent

Michael J. Koury Jr.
Ed Walker

Commission Staff Present

Sally Barry
Doug Hummel
Dorthey Jacobelli
Don Numer
Diane Morgan
Debra Sandifer
Megan Staub

Present

Penn State University
Mike Ecker
Steve Shelow

Temple University
Tony Luongo

Philadelphia Sheriff's Office
Captain Willette Furtick
Sgt. Stephen Postell

The May 20, 2022 meeting of the Sheriff and Deputy Sheriff Education and Training Board (SDSETB) was called to order by Chairman Eric Weaknecht, at 8:00 a.m. The meeting was being held at the Wyndham Garden Inn – State College, PA and via Teams conference call. Mr. Donald Numer, PCCD, informed everyone that the meeting was being audio recorded.

Mr. Numer confirmed the attendance of Board members: Chairman Weaknecht, Vice Chairwoman Smith, Deputy Chief Angelinel Brown, Cpl. Joseph George, Mr. Barry Howe, Ms. Stephani Jirard, and Commissioner Wayne Nothstein. 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. Diane Morgan, Ms. Debra Sandifer, Ms. Megan Staub, 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; and Captain Willette Furtick and Sgt. Stephen Postell, Philadelphia Office of the Sheriff.

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

Commissioner Nothstein made a motion to approve the meeting minutes from January 25, 2022. Deputy Chief Brown 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, George, Howe, Jirard, Nothstein, Smith, and Weaknecht

Voting Nay: None

Ms. Jacobelli, PCCD, reviewed the third quarter fiscal report for state fiscal year 2021-2022, period ending March 31, 2022. The balance from the previous year was \$4,439,405.55. The fee collections as of March 31, 2022 was \$4,008,740.51. The total available funds were \$8,448,146.06. The total expenditures as of March 31, 2022 was \$4,982,013.57. The total expenditures and commitments were \$11,940,524.62 which included \$429,728.63 in administrative expenses. The details of the administrative expenses were included on page 12 of the meeting packet. The uncommitted balance as of March 31, 2022 was negative \$3,492,378.56.

Mr. Numer explained that the fiscal report is required to report the status of all contracts that includes monetary commitments beyond the current fiscal year. The fiscal report can only provide actual revenue. We can not include projected future revenue. He explained

that all contracts are maximum cost contracts and that we only pay for services provided. When a contract expires, all remaining unspent funds are returned to the training account.

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

Commissioner Nothstein made a motion to approve the third quarter fiscal report for state fiscal year 2021-2022, period ending March 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, George, Howe, Jirard, Nothstein, Smith, and Weaknecht

Voting Nay: None

Mr. Numer reviewed the Budget Projection Report provided on page 10 of the meeting packet. He stated that based on the revenue projections, we have sufficient funding available to continuing the training programs and to consider releasing additional money to pay more county reimbursements. Mr. Numer said that 4.9 million dollars in unpaid reimbursements exist and it is projected to be at 5.6 million by the end of 2022. Staff processed reimbursements and the Commonwealth Treasury made payments of 1.95 million dollars for those reimbursements.

Judge Brandon Neuman joined the meeting at 8:15 a.m.

Mr. Numer stated that staff will continue to monitor the training account and will prepare a recommendation for Board consideration, regarding authorizing the payment of more county reimbursements. Revenue projections may allow the Board to consider releasing between 2 and 3 million dollars for county reimbursements. Mr. Numer said that based on the current trends, we could resolve the payment of all back issued reimbursement invoices by 2025. This issue will be addressed at the October 2022 Board meeting.

Mr. Numer reported that we were half way through the 2022 continuing education time period for the completion of the training. Approximately fifty percent of the sheriffs and deputies completed the training. Staff will send email reminders regarding the training requirements and due dates.

Mr. Numer announced the graduation ceremony for Basic Training class B-22-01 will begin at 11:00 a.m., at the Ramada Inn. Class B-22-02 begins July 11, 2022 and enrollment is at 40, with 2 deputies on the waiting list.

Mr. Numer reported that 91 deputies were registered for the on-line waiver pre-requisite training. Over 60 percent completed the on-line training and two residential waiver trainings were conducted in April 2022 and May 2022. A total of 46 deputies were

certified through the new hybrid waiver training. The next residential class begins August 29, 2022. Mr. Numer stated that the fourth waiver training that is on “hold” will probably be needed to accommodate the sheriff’s offices. Mr. Numer explained that the residential portion of the waiver training is primarily “hands-on” training and smaller class sizes are beneficial. We received a lot of good evaluations from the attendees and are making minor changes to the curriculum and the delivery to best suit the needs of the deputies.

Mr. Numer reported that the Patrol Rifle Instructor Training will begin on May 23, 2022. In addition, the combined re-certification class for Firearms Instructors and Patrol Rifle Instructors will be held from August 2, 2022 through August 4, 2022.

Mr. Douglas Hummel, PCCD, reviewed the time extension request submitted by Sheriff Wayne Emerick, Bedford County. The request was for Deputy Kyle Beckett. Deputy Beckett was attending the Basic Training Academy with class B-22-01 and expected to graduate May 20, 2022. Deputy Beckett sustained a non-duty related injury and was dismissed from the academy on April 7, 2022. He will need to return to basic training with the next class to complete the remaining training for certification. The request is for Deputy Beckett to continue employment as a deputy sheriff and to serve in an administrative capacity, non-uniformed and unarmed until he completes the requirements for certification. The request complied with Board Policy.

Mr. Hummel reviewed the time extension requests submitted by Sheriff Brian Szumski, Luzerne County. The requests were for Deputy Skyler Davis and Deputy Michael Flynn. Both, Deputy Davis and Deputy Flynn are scheduled to attend the Basic Training Academy with class B-22-02, beginning July 11, 2022. The request is for Deputy Davis and Deputy Flynn to continue serving as deputy sheriffs in an administrative capacity, non-uniformed and unarmed while they attend the academy beyond their training due date of September 27, 2022 and until they become certified on November 18, 2022. The requests complied with Board Policy.

Commissioner Nothstein made a motion to approve the time extension requests for Deputy Kyle Beckett, Deputy Skyler Davis, and Deputy Michael Flynn. Deputy George seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment regarding the time extension requests. No further discussion occurred, and the motion passed with the following votes:

Voting Aye: Board Members Brown, George, Howe, Jirard, Newman, Nothstein, Smith, and Weaknecht

Voting Nay: None

Mr. Hummel reviewed the Partial Training Waiver Request and Time Extension Request submitted by Sheriff Rochelle Bilal, Philadelphia County. The request was for Deputy Kenya Gillis. Deputy Gillis was a certified law enforcement agent with the Federal Bureau of Investigation. She also served as a correctional officer with the Virginia

Department of Corrections. She successfully completed the FBI new agents academy, Virginia Department of Corrections Basic Correctional Officers Academy, and the Federal Air Marshall Training Program II.

Based on her training and experience, staff recommends that she 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; and Module 10, Competency Development. Deputy Gillis would be required to complete Module 1, Law; Module 6, Security; and Module 7, Emergency Services.

Commissioner Nothstein made a motion to approve the partial training waiver request as recommended by staff. Deputy George 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 George, Howe, Jirard, Newman, Nothstein, Smith, and Weaknecht

Voting Nay: None

Abstained: Brown

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. Michael Ecker, Penn State University, provided the basic training delivery report. He reported that 26 deputies will graduate today at 11:00 a.m. Sheriff James Ott, Blair County, will be the guest speaker. Class B-22-02 begins July 11, 2022 and enrollment is at 40, with 2 deputies on the waiting list. The entrance Physical Fitness test will begin at 8:00 a.m. on July 11, 2022. Mr Ecker reported that two residential waiver training classes were recently conducted. He thanked staff and Temple University for their support in making the first two residential classes a success.

Mr. Ecker stated that the next residential waiver training begins August 29, 2022. The Patrol Rifle Instructor training begins Monday, May 23, 2022 and the combination Firearms Instructor and Patrol Rifle Instructor Re-Certification class begins August 2, 2022.

Mr. Tony Luongo, Temple University, provided the report on continuing education training and curriculum development for Temple University. He reported that after five months of the on-line continuing education training being available, 50 percent

successfully completed the training. The training consists of Legal Updates, Court Security, and Domestic Violence Awareness. The average test scores are between 80 percent and 100 percent. Mr. Luongo reported positive evaluations for the continuing education training.

Mr. Luongo reported a productive curriculum development process for the new hybrid waiver training. He thanked PCCD staff and Penn State for their roles in the process. Attendees provided valuable feedback that will assist in “fine tuning” the curriculum and training delivery.

Mr. Luongo reported that 18 hours of curriculum is being developed for the 2023 online continuing education training. Subjects include: Legal Updates, Addictions, De-escalation, Evictions, and Judicial Security.

Mr. Luongo stated that several basic training courses are being updated. These subjects include: Cultural Diversity, on-line All Hazards, Use of Force, and all the legal subjects.

Temple University will conduct a job task analysis during 2022 to identify the important tasks and competencies of deputies. This process will validate our training programs.

Mr. Numer explained that the yearly on-line continuing education training requirement will remain at 10 hours, but 18 hours are being developed. All sheriffs and deputies will be required to complete the Legal Updates module and will have a choice among the other training subjects.

Commissioner Nothstein asked for a status report on the training programs that were previously cancelled due to the funding issues. Mr. Numer reported that we discontinued the initial Instructor Development Training for the Train the Trainer Program. We also reduced the Firearms Instructor Program. Mr. Numer stated that both the Firearms Instructor Training and Patrol Rifle Instructor Training will be held in 2023.

Mr. Numer reported that the Active Shooter course has not resumed. He stated that the Job Task Analysis will help identify our training needs.

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

Mr. Numer congratulated Judge Newman on the birth of his 4th child. Judge Newman apologized for being late for the meeting.

Chairman Weaknecht announced that the next Board meeting was scheduled for August 2, 2022, at 9:00 a.m., at the PCCD. The last meeting for 2022 will be held October 25, 2022.

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

Voting Aye: Board Members Brown, George, Howe, Jirard, Newman, Nothstein, Smith, and Weaknecht

Voting Nay: None