

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

Minutes of the October 25, 2022 Meeting

Members Present

Angelinel Brown
David Glass
Joseph George
Barry Howe
Brandon Neuman
Jody S. Smith
Ed Walker
Eric Weaknecht

Members Absent

Stephanie Jirard
Michael J. Koury Jr.

Others Present

Sheriff Clinton Walters
Sheriff Kerry Stover
Sheriff Clair Heath
Sheriff Robert Roberts
Sheriff Michael Slupe
Sheriff Anthony Andronas
Sheriff Lance Benedict
Sheriff Robert Montgomery
Chief Deputy Christopher Riggs
Chief Deputy Adam Berry
Chief Deputy Eric Spiegel
Chief Deputy Troy Evans

Commission Staff Present

Sally Barry
Theresa Ford
Doug Hummel
Dorthey Jacobelli
Don Numer
John Pfau
Debra Sandifer
Megan Staub

Others Present

Penn State University
Mike Ecker
Steve Shelow

Temple University
Tony Luongo

Sheriff Jeff Marley
Sheriff Jeffrey Leonard
Sheriff Daniel Zeigler
Sheriff Joseph Groody
Sheriff Christopher Leppler
Sheriff James Ott
Sheriff Christopher Rosler
Sheriff Todd Caltagarone
Chief Deputy Daniel Long
Chief Deputy Ben Sites
Chief Deputy Brian Tobin
Captain Jennifer Shipley

The October 25, 2022 meeting of the Sheriff and Deputy Sheriff Education and Training Board (SDSETB) was called to order by Chairman Eric Weaknecht, at 9:06 a.m. The meeting was being held at the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA 17110 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 Jody Smith, Deputy Chief Angelinel Brown, Commissioner David Glass, Deputy Joseph George, Mr. Barry Howe, and Deputy Ed Walker. 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. Theresa Ford, Ms. Debra Sandifer, Ms. Megan Staub, Mr. Douglas Hummel, and Mr. John Pfau.

Others in attendance included: Mr. Michael Ecker and Mr. Steve Shelow, Penn State Justice and Safety Institute and Mr. Tony Luongo, Temple University.

Mr. Numer acknowledged that many sheriffs and deputies were in attendance via conference call.

Mr. Numer stated the election of officers was the first agenda item. He asked for nominations for Board Chair. Sheriff Smith nominated Sheriff Weaknecht for Board Chair. Deputy Walker seconded the nomination. Mr. Numer asked if there were any additional nominations for the position of Board Chair. No other nominations were made and the nominations were closed. Mr. Numer asked if there was any Board discussion or public comment. No discussion ensued and Chairman Weaknecht was re-elected to the position of Board Chair with the following votes:

Voting Aye: Board Members Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Numer asked for nominations for Board Vice Chair. Sheriff Weaknecht nominated Sheriff Smith for Board Vice Chair. Deputy Walker seconded the nomination. Mr. Numer asked if there were any additional nominations for the position of Board Vice Chair. No other nominations were made and the nominations were closed. Mr. Numer asked if there was any Board discussion or public comment. No discussion ensued and Vice Chairwoman Smith was re-elected to the position of Board Vice Chair with the following votes:

Voting Aye: Board Members Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Chairman Weaknecht asked if everyone had an opportunity to review the minutes from the August 2, 2022 Board meeting. He stated that if there was no discussion, then he would entertain a motion to approve the minutes.

Deputy Chief Brown made a motion to approve the meeting minutes from August 2, 2022. 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 Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Ms. Jacobelli, PCCD, reviewed the first quarter fiscal report for state fiscal year 2022-2023, period ending September 30, 2022. The balance from the previous year was \$2,501,630.00. The fee collections as of September 30, 2022 was \$2,329,259.27. The total available funds were \$4,830,889.27. The total expenditures as of September 30, 2022 was \$1,171,148.26. The total expenditures and commitments were \$4,998,648.36 which included \$319,421.81 in administrative expenses. The details of the administrative expenses were included on page 11 of the meeting packet. The uncommitted balance as of September 30, 2022 was negative \$167,759.09.

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 9 through 12 respectively.

Sheriff Smith asked when the purchase orders for contracted services with Temple University would be closed. She referenced the contracts for continuing education training that ended August 31, 2021 and curriculum development that ended December 31, 2021. Ms. Jacobelli stated that she would research the status of both contracts and report to the Board.

Deputy Chief Brown made a motion to approve the first quarter fiscal report for state fiscal year 2022-2023, period ending September 30, 2022. 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 Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Chairman Weaknecht asked Mr. Numer to provide the training supervisor's report. Mr. Numer provided a report on the status of training reimbursements to counties. At the October 2021 meeting, the Board approved payments up to 2 million dollars for training

reimbursements. Reimbursements were paid in the amount of 1.95 million dollars, which included invoices submitted through March 31, 2019. Mr. Numer stated that 5.8 million dollars remains in unpaid reimbursements.

Mr. Numer announced that fee collections have increased since the Training Act was amended to increase the fee collection amounts assessed. He reminded the Board that counties have been submitting the fee collections directly to the PCCD for the past year. In the past, fee collections were sent to the Commonwealth Treasurer's Office. Ms. Jacobelli found that many counties were assessing the wrong fee amounts. She worked with many counties to adopt the new fee amounts as directed by the Training Act.

Mr. Numer reported that reimbursement costs increased by 39 percent from 2020 to 2021. This is due to increased salaries for deputies and employment retention issues. He stated that 40 percent of deputies leave employment within 2 years of being hired.

Mr. Numer stated that the Municipal Police Officers' Education and Training Commission's (MPOETC) proposed waiver training program may also affect the retention of deputy sheriffs. Many deputies would qualify to attend their waiver training and may decide to pursue hire paying police officer jobs. Mr. Numer stated that increased deputy turnover will increase training reimbursements due to the need for more new deputies needing to complete basic training.

Mr. Numer reported that proposed rule changes were being considered which would permit "any competent adult" to serve civil process in all 67 counties. This is currently only permitted in Allegheny and Philadelphia. The Training Act only specifies that the Allegheny and Philadelphia county Prothonotaries will submit the fees to the Training Account for service outside of their respective sheriff offices. The other 65 county Prothonotaries are not specifically included in the language of the Training Act. If the legislation is enacted, the Training Account could be adversely affected.

Mr. Numer stated that inflation and the rising costs of room and board is adding to the increase in the cost of training. In 2023, the fee assessment will increase to \$20 and remain at that amount per the Training Act.

Mr. Numer reported that the 2022 on-line continuing education training completion deadline was November 18, 2022. As of the meeting date, 79 percent have completed the required training. He stated that a couple hundred sheriffs and deputies still need to complete the training.

Mr. Numer reported that 72 deputies participated in basic training during 2022. Class B-22-02 was scheduled to graduate on November 18, 2022. Graduation will be held at the Hetzel Union Building (HUB) on Penn State's main campus. Mr. Numer stated that during the graduation ceremony, we will honor the supreme sacrifice of deceased Deputy Sheriff Chad Beattie, Washington County. Sheriff Smith will be the guest speaker for graduation.

Mr. Numer reported that 136 sheriff and deputies were registered for the on-line waiver pre-requisite training. Approximately 98 percent of enrollees completed the training. He stated that during 2022, 98 sheriffs and deputies completed the residential waiver training for certification.

During 2022, 6 deputies attended the patrol rifle instructor training and 10 deputies attended the firearms and patrol rifle instructor re-certification training. Mr. Numer stated that a firearms instructor course, patrol rifle instructor course, and the combination firearms and patrol rifle re-certification course will be conducted in 2023.

Mr. Numer reported that the 2023 on-line continuing education training will include 10 hours of training in the following subjects: Legal Updates, Addictions, and De-escalation. We had originally planned to offer multiple subjects and allow the sheriff's offices the ability to choose their subjects of interest via self-enrollment in the Sheriff and Deputy Sheriff Information System (SDSIS). Mr. Numer stated that the self-enrollment was not going to be implemented due to time constraints with curriculum development, information technology issues, and costs associated to offering multiple subjects.

Mr. Numer reported that 3 basic training classes are scheduled for 2023, with the first class scheduled to begin January 9, 2023. He stated that 40 deputies are enrolled and 15 were on the waiting list. The second class has 38 deputies enrolled. Mr. Numer stated that 3 residential waiver training classes will be held in 2023 and a 4th class would be made available on an "as needed" basic.

Mr. Numer stated that some sheriffs have expressed the desire to present their deputies with their graduation certificates during the graduation ceremony. Mr. Numer stated that if the Board directs staff to incorporate the request, then sheriffs would be able to participate in that part of the graduation ceremony. Chairman Weaknecht stated that the focus of graduation is about the deputies, not the sheriffs. He stated that the current protocol should continue with the academy director and staff presenting the certificates. We have always allowed time for the deputies to take pictures with their employing sheriff. Deputy Chief Brown agreed with Chairman Weaknecht and stated that changing the protocol could make the graduation much longer.

Sheriff Slupe stated that he spoke with Mr. Numer about this request. Sheriff Groody agreed with Chairman Weaknecht.

Sheriff Smith stated that graduation is about the deputies and thus it should be the choice of the deputies. Mr. Numer stated that staff would incorporate the change if directed. Deputy Walker expressed concern for the potential flow of graduation. Deputy Chief Brown suggested that the deputies be surveyed as to their desire to have their sheriff present their graduation certificate.

Sheriff Smith asked how many sheriffs would be involved if the change was implemented. Mr. Numer stated between 13 to 17 sheriffs for most classes. Mr. Numer suggested that if protocol is changed to include sheriffs, then it should be limited to only sheriffs, not the chief deputy or other lower ranking deputies.

Ms. Barry stated that staff can make the change happen if desired. She stated that assigned seats could be assigned for the sheriff presenters. Ms. Barry asked if this should be voted upon by the Board. Mr. Numer stated that no vote could occur since the issue was not listed as an action item on the meeting agenda. Deputy Chief Brown stated that the deputies should be surveyed. Deputy Walker stated that the deputies may not care about this issue. Chairman Weaknecht directed staff to survey the class to determine if they want their sheriff to present their certificate.

Mr. Numer introduced the next agenda item regarding hotel and meal complaints at the academy. He informed the Board that Penn State secured new lodging for the deputies attending the current basic training class. This was done as a result of complaints with the quality of service provided by the Ramada and at the direction of the PCCD. Deputies were moved from the Ramada Inn to the Hampton Inn for one week. The deputies were then being housed at the Marriot Springhill Suites for the remaining 4 weeks of the academy. Mr. Numer reported that Penn State is in the process of requesting proposals from hotels in the State College area to provide lodging for future academy classes. He stated that we may experience a significant increase in lodging costs. Costs may be up to \$40.00 more per room, per night. This could result in a year lodging cost increase of approximately one-third of a million dollars. Mr. Numer stated that he met with the Pennsylvania Sheriffs' Association (PSA) to discuss their issues with the Ramada and the process and affects of changing lodging contracts.

Mr. Numer introduced the next agenda item regarding reimbursement payments. He stated that staff were originally prepared to recommend the approval of issuing payments of 2.5 million dollars for training reimbursements to the counties. However, Mr. Numer stated that with the potential increase in lodging costs for the academy, he recommended the Board consider paying 2 million for reimbursements. This would allow funding for any increase in lodging costs. Chairman Weaknecht agreed with Mr. Numer's recommendation.

Deputy Walker made a motion to pay reimbursements owed to the counties as recommended by PCCD Staff, limiting payments at a total of 2 million dollars. Deputy Chief Brown 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 Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Hummel, PCCD, reviewed the time extension request submitted by Sheriff James Albert, Westmoreland County. The request was for Deputy Cynthia Price to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until she completes basic training for certification. Deputy Price is on the waiting list for class B-23-01, from January 9, 2023 through May 19, 2023. The request complied with Board Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Robert Roberts, Wyoming County. The request was for Deputy Corey Comstock to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Comstock is attending the current basic training class, B-22-02 and will graduate on November 18, 2022.

Mr. Hummel reviewed the time extension request submitted by Sheriff Richard Keulerleber, York County. The request was for Deputy William Banks III to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Banks is attending the current basic training class, B-22-02 and will graduate on November 18, 2022.

Mr. Hummel, PCCD, reviewed the time extension request submitted by Sheriff Richard Keulerleber, York County. The request was for Deputy Elizabeth Phillips to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until she completes basic training for certification. Deputy Phillips is scheduled to attend class B-23-02, from April 24, 2023 through September 1, 2023. The request complied with Board Policy.

Deputy Chief Brown made a motion to approve the time extension requests for deputies, Cynthia Price, Corey Comstock, William Banks III, and Elizabeth Phillips. Deputy Walker 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, Glass, George, Howe, 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 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. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Wayne Emerick, Bedford County. The request was for Deputy Glen Caradori. Deputy Caradori was a certified Police Officer with the Prince George's County Police Department, Maryland. He retired on July 8, 2021. Deputy Caradori graduated from the Maryland Police and Correctional Commission's Police Academy in 1998. Based on his training and experience, staff recommends that he 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; Module 9, Emergency Services; and Module 10, Competency Development. Deputy Caradori would be required to complete Module 1, Law and Module 6, Security.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Bryan Sampsel, Centre County. The request was for Deputy Drew Koschny. Deputy Koschny retired from the United States Marshals Service as a Supervisory Criminal Investigator on December 17, 2017. He currently serves as a part time Protection – Park Ranger and the United States National Park Service. He graduated from the Ohio State Highway Patrol Basic Police Academy, Ohio Peace Officers Basic Police Academy, U.S. National Park Service Seasonal Law Enforcement Training Program, and the Federal Criminal Investigation Basic Training Academy. Based on his training and experience, staff recommends that he 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; Module 9, Emergency Services; and Module 10, Competency Development. Deputy Koschny would be required to complete Module 1, Law and Module 6, Security.

Mr. Hummel reviewed the Partial Training Waiver Request submitted by Sheriff Richard Keulerleber, York County. The request was for Deputy Jesse Harden. Deputy Harden was a certified Military Police Officer with the United States Army. He completed the basic training for military police officers on May 4, 2021. Based on his training and experience, staff recommends that he 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 9, Emergency Services; and Module 10, Competency Development. Deputy Harden would be required to complete Module 1, Law; Module 6, Security; and Module 8, Investigations.

Deputy Walker made a motion to approve the partial training waiver requests for Deputies Caradori, Koschny, and Harden, as recommended by staff. Deputy Chief Brown 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 Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Hummel reviewed the training request submitted by Sheriff Rochelle Bilal, Philadelphia Office of the Sheriff. The request was to allow Deputy Lawrence McCoy to re-attend the basic training academy for certification. Deputy McCoy was dismissed from basic training class B-20-02 for failing the physical fitness test. His employment was terminated on November 25, 2020 as a result of his dismissal from the academy.

Board Policy permits the re-attendance for deputies that have been dismissed due to previous failures. Policy prohibits the Board from providing lodging, meals, and reimbursement for Deputy McCoy's re-attendance.

Deputy McCoy was rehired on August 22, 2022. If the Board approves the request, in accordance with policy, Deputy McCoy would only be eligible to serve in a civilian capacity, non-uniformed and unarmed, until he becomes certified. Deputy Chief Brown confirmed that upon his rehiring, Deputy McCoy passed the fitness test at the graduation standards when tested by the sheriff's office.

Chairman Weaknecht made a motion to approve the re-attendance of basic training for Deputy McCoy. The motion included that the Board will not provide lodging, meals, and training reimbursement for his re-attendance. 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 Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Abstained: Brown

Mr. Hummel reviewed the instructor application submitted by Penn State University for Mr. Jordan Booher. The request was to certify Mr. Booher as an instructor to teach physical conditioning, firearms, defensive tactics, security, and deputy safety. He is a certified deputy sheriff with the Centre County Sheriff's Office.

Deputy Chief Brown made a motion to certify Mr. Booher as an instructor for physical conditioning, firearms, defensive tactics, security, and deputy safety. 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 Brown, Glass, George, Howe, Smith, Walker, and Weaknecht

Voting Nay: None

Board member, Judge Brandon Neuman joined the meeting.

Mr. Michael Ecker, Penn State University, provided the basic training delivery report. He reported that graduation for class B-22-02 will be held on November 18, 2022, at 11:00 a.m. at the HUB. Two deputies recently passed the final physical fitness test. He reported that nobody was dismissed from the current academy class due to failing the physical fitness test.

Mr. Ecker stated that all the waiver trainings for 2022 were concluded. He reported that basic training class B-23-01, which begins in January, is currently full, with deputies on the waiting list. Also, class B-23-02 beginning in April, had 38 deputies enrolled.

Mr. Ecker reported that his staff is working on securing a new lodging facility for all academy attendees for 2023.

Mr. Tony Luongo, Temple University, provided the report on continuing education training and curriculum development for Temple University. He reported that the 2022 on-line continuing education training will conclude on November 18, 2022. Staff have been handling help desk calls that mainly involved log-in issues and deputies failing to agree to the academic integrity statement and submit the required course evaluations prior to accessing the exams. Mr. Luongo stated that staff met with PCCD staff recently to discuss the continued development of the 2023 curriculum. The subjects for the 2023 continuing education training include: Legal Updates, Addictions, and De-escalation.

Ms. Jacobelli provided a response to the fiscal question, presented earlier in the meeting by Sheriff Smith. Sheriff Smith asked when the purchase orders for contracted services with Temple University would be closed. She referenced the contracts for continuing education training that ended August 31, 2021 and curriculum development that ended December 31, 2021. Ms. Jacobelli stated that staff were waiting for Temple to confirm that no other expenses needed to be invoiced for the respective contracts. When that confirmation is received, PCCD would proceed to close the contracts and liquidate the unexpended funds to be made available in the training account.

Sheriff Lusk thanked Don, Doug, and the Board for having the deputies moved to another hotel. He acknowledged that the potential increase in costs for new lodging was not inviting, but the change was needed. Sheriff Lusk expressed his concern regarding the process in which complaints are managed. He stated that deputies do not want to be “singled out” as “trouble makers” for complaining. Sheriff Lusk stated that he provided the PA Sheriffs’ Association with a recommendation of how the academy may handle lodging complaints. Mr. Numer thanked Sheriff Lusk for sharing his comments. Mr. Numer stated that the procedure for filing a complaint has been updated. He stated that it is important that deputies follow the procedure and report issues. Mr. Numer stressed the importance of communication between the deputies, hotel, and staff.

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

Chairman Weaknecht announced that the next Board meeting was scheduled for January 24, 2023, at 9:00 a.m., at the PCCD. Mr. Numer stated that the second meeting for 2023 will be held May 19, 2023, in State College. He stated that the meeting dates of July 25, 2023 and October 24, 2023 as listed in the meeting agenda are tentative dates.

Chairman Weaknecht asked for a motion to adjourn the meeting. Deputy Walker made a motion to adjourn the meeting. Deputy Chief Brown seconded the motion and the meeting was adjourned with the following votes:

Voting Aye: Board Members Brown, Glass, George, Howe, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None