



**SHERIFF AND DEPUTY SHERIFF
EDUCATION
AND TRAINING BOARD
2020 ANNUAL REPORT**

**Charles Ramsey
Chairman, PCCD**

**Tom Wolf
Governor**

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Sheriff and Deputy Sheriff Education and Training Board
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A Message from the Chairman

This report on the Sheriff and Deputy Sheriff Education and Training Board's activities during 2020 serves as a review of the Board's accomplishments and future goals. It is my pleasure to present this report to you on the 36th anniversary of the Training Program.

In February 1984, the Deputy Sheriffs' Education and Training Board was created by Act 1984-2, the Deputy Sheriffs' Education and Training Act, to train and certify deputy sheriffs employed by the Commonwealth's 67 county sheriffs' offices. In September 2014, the Training Act was amended by Act 2014-114, which renamed the Board as the Sheriff and Deputy Sheriff Education and Training Board. The new legislation enhanced the original Act by including requirements for the training of sheriffs and providing provisions for certification revocation. The Board operates with the oversight and staff support of the Pennsylvania Commission on Crime and Delinquency (PCCD). The Board has continued to implement and improve the training and certification processes as delineated by the Act.

The Board also strives to stay current with the changing needs of the Commonwealth's sheriffs as well as their role in the criminal justice system defined by the Legislature and the courts. Since 1984, the Board has trained and certified over 6,900 deputy sheriffs while the training population has tripled in size. It has expanded its certification training from 160 to 760 hours and now offers year-round classes leading to certification. A number of new subjects were developed, and revisions have been made to the existing curriculum. In addition, the Board has instituted a series of supervisory trainings along with a number of optional skills, web-based online, and instructor development courses. Students seeking certification are now required to complete a number of subjects online.

During 2020, the Board has made significant strides to enhance the Sheriff and Deputy Sheriff Training and Certification Programs. The Board continues to address fiscal challenges, but with the passage of Act 134 of 2020, increased surcharge collections will eventually allow the Board to begin reimbursements to the counties and look to training enhancements that have been long delayed.

Given the goals achieved during the past 36 years, the Board will continue to meet the training needs of the Commonwealth's sheriffs and their deputies and continue moving forward with the development of new and innovative training programs.

Eric Weaknecht, Chairman



BOARD MEMBERSHIP

Eric Weaknecht, Chairman
Sheriff, Berks County

Isaac Caraway*
Deputy Chief
Bureau of Narcotics Investigations
Office of the Attorney General

Stephanie Jirard
Professor of Criminal Justice
Shippensburg University

Honorable Michael Koury, Jr.
Court of Common Pleas
Northampton County

Honorable Brandon Neuman
Court of Common Pleas
Washington County

Honorable Wayne E. Nothstein
County Commissioner
Carbon County

Jody Smith
Chief Deputy
Cumberland County

Edward Walker
Deputy Sheriff
Montgomery County

* Representing Attorney General Josh Shapiro

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Charles Ramsey
Chairman, PCCD

Michael Pennington
Executive Director, PCCD

Bureau of Training Services

John Pfau
Manager

Donald Numer
Training Supervisor

Douglas O. Hummel
Planner

BOARD ORGANIZATION

The Deputy Sheriffs' Education and Training Board (Board) was created as an advisory board to the Pennsylvania Commission on Crime and Delinquency (PCCD) by Act 1984-2, the Deputy Sheriffs' Education and Training Act. Training was extended to include sheriffs by Act 2014-114 in September 2014, and the Board was renamed the Sheriff and Deputy Sheriff Education and Training Board. The 10-member Board is composed of two Common Pleas Court judges, two sheriffs, three current or former deputy sheriffs, one educator, one county commissioner, and the Pennsylvania Attorney General.

Per 44 Pa.C.S. Chapter 74 (relating to sheriffs and deputy sheriffs), the Board is required to establish, implement, and administer a program of basic and continuing education training for sheriffs and deputy sheriffs. The law requires that newly hired deputy sheriffs attend basic training in order to be certified as a deputy sheriff. Sheriffs (in general) must be certified within their first term. In addition, all sheriffs and deputies are required to renew their certification through biennial continuing education.

The Board has the authority to establish rules and regulations encompassing all matters related to the operation of the training program and the certification of sheriffs and deputy sheriffs. The Board operates under the review and approval of the PCCD, which provides the requisite administrative structure and staff support.

Activities of the Board and its staff, as well as training programs, are supported independent of the PCCD General Governmental Operations budget. This is accomplished by the assessment of a surcharge on all legal papers served by sheriffs' offices. For twenty years (2000-2020), the surcharge has remained at the same level.

PCCD is responsible for making disbursements from the Sheriff and Deputy Sheriff Education and Training Account, a restricted receipts account maintained by the Office of State Treasurer, for the costs of the training program, its administration, and the expenses of the Board. The Act also provides for reimbursement to each county for expenses associated with the training of sheriffs and deputy sheriffs, including the tuition and allowable living and travel expenses during training, and the sheriff's and deputy's salary while he or she attends training.

In 2013, the Board's expenditures exceeded its revenues. This, along with transfers by previous administrations from the training account to the State's General Fund, depleted the Board's resources. To address this issue, the Board took prudent cost saving measures and reduced or cancelled training where appropriate. In 2017, the Board and Commission made the decision to suspend reimbursements to the counties for salary and travel until such time as the training fund could support both training and reimbursements.

During 2020, the Board continued to revise and update its curriculum, as well as explore the use of web-based training to better meet the needs of the sheriffs and deputy sheriffs and produce cost savings. Further, the General Assembly passed Act 134, which increased surcharge collections for the Training Account.

**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
 SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING ACCOUNT
 STATEMENT OF CASH RECEIPTS, EXPENDITURES AND PROGRAM BALANCE
 for Calendar Year 2020 - January 1, 2020 through December 31, 2020**

PROGRAM ACTIVITY

REVENUE:

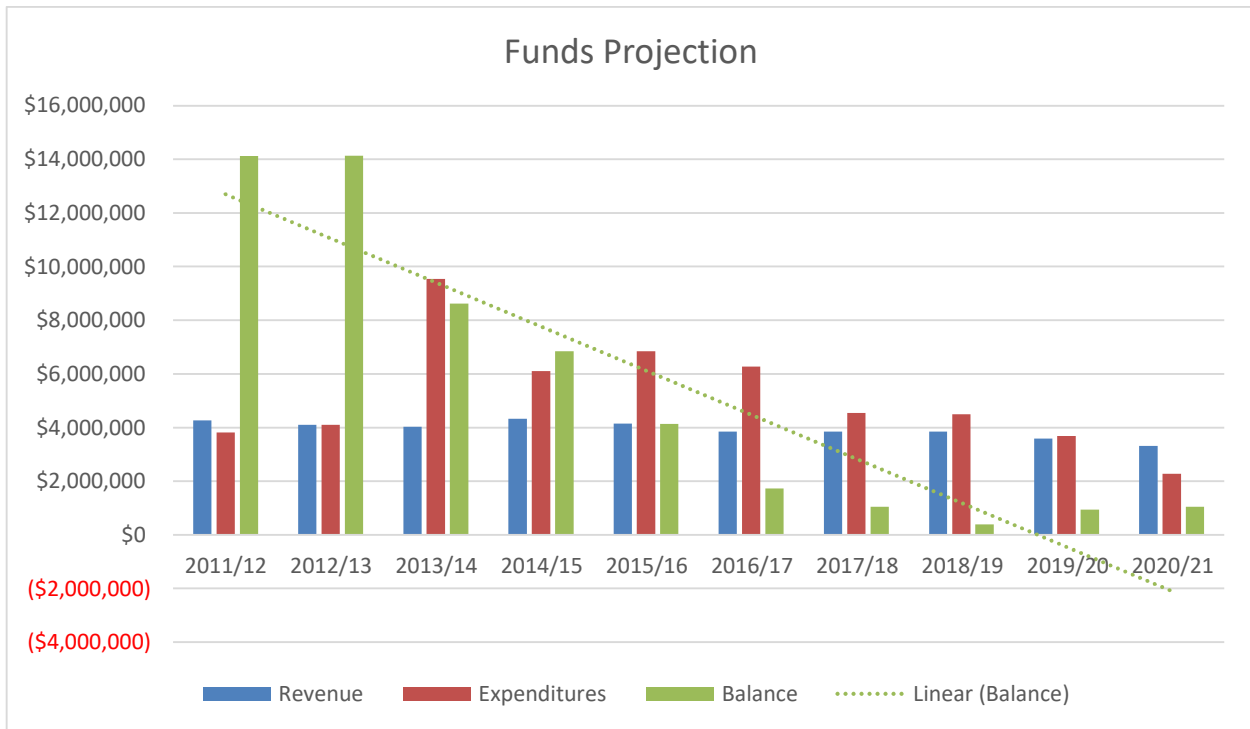
Fee Collections	\$	3,924,901
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EXPENDITURES:

Administrative	\$	463,901
Education		
Basic Training	\$	778,126
Continuing Education		59,654
Curriculum Development		<u>128,121</u>
Total Education Expenditures		965,901
Reimbursements to Counties		<u>0.00</u>
Total Expenditures		<u>1,429,802</u>
Revenue Over Expenditures and Other Uses	\$	2,495,099

PROGRAM BALANCE

Cash balance at December 31, 2019		<u>2,610,751</u>
Cash balance at December 31, 2020		3,924,901
Commitments at December 31, 2020		(5,629,038)
Program Balance at December 31, 2020	\$	<u><u>(1,704,137)</u></u>



These projections are based on Fiscal Years (July 1 – June 30), as a result there is a six-month difference from the Fiscal statement on page 4.

<u>Year</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Balance</u>
2011/12	\$4,275,262	\$3,812,493	\$14,124,835
2012/13	\$4,105,069	\$4,098,065	\$14,131,839
2013/14	\$4,028,431	\$9,542,766	\$8,617,504
2014/15	\$4,333,746	\$6,103,636	\$6,847,614
2015/16	\$4,145,700	\$6,851,055	\$4,142,259
2016/17	\$3,857,692	\$6,279,299	\$1,720,652
2017/18	\$3,852,677	\$4,540,087	\$1,033,242
2018/19	\$3,847,669	\$4,501,256	\$379,655
2019/20	\$3,595,733	\$3,690,361	\$934,241
2020/21	\$3,314,049	\$2,275,242	\$1,038,807

2020: The Year in Review

Since its inception, the Board has trained and certified 6,933 sheriffs and deputy sheriffs through basic training and has renewed the certification of all sheriffs and deputies through its biennial continuing education program. This year marked the 36th year of sheriffs' and deputy sheriffs' training administered by the Board and the Pennsylvania Commission on Crime and Delinquency (PCCD), under the provisions of the Sheriff and Deputy Sheriff Education and Training Act (44 Pa.C.S. Chapter 74). The changes to the law now require all sheriffs to obtain and keep training certification and allows the Board to consider certification revocation for certain misconduct and lack of fitness for duty. Changes also limit the use of the Training Account primarily to training that supports sheriffs/deputies.

During 1999 and 2000, the Board and its training development contractor, Temple University's Department of Criminal Justice, produced and delivered a 560-hour core curriculum. The Board's basic training delivery contractor, Pennsylvania State University's Justice and Safety Institute, presented the first pilot basic program in July 2000. Pennsylvania State University, Eberly Campus, with feedback from Pennsylvania State University, has revised and fine-tuned the curriculum into its present form. Additionally, during the development process, the Board reviewed and revised its regulations, policies, and procedures, which support the training programs and provide direction to staff, sheriffs' offices, and deputy sheriffs on issues related to training and certification. The Board is actively engaged in these tasks, which will continue through 2021.

On December 12, 2002, the state Independent Regulatory Review Commission approved the regulations of the Board, which included the expansion of the Deputy Sheriffs' Basic Training Program from 560 hours to 760 hours. The increased hours included the topics of Patrol Procedures and Operations, Motor Vehicle Code/Accident Investigation, D.U.I. Enforcement, Criminal Investigation, and Drug-Related Investigations. The first 760-hour (19-week) basic training began in August 2003.

As noted previously in this report, the Board continues to address a depleted training fund. The Board has reviewed and taken steps to limit the impact of a decreasing fund balance through cost cutting measures that include reducing the availability of and eliminating some optional programs and is exploring reducing the availability of mandatory training. Act 134 of 2020 will also increase the training surcharge collection from \$10 as follows:

2021	\$16
2022	\$18
2023 (and beyond)	\$20

As of July 1, 2017, the Board, with the approval of the Commission, suspended reimbursements to the counties until the training fund can support both training and reimbursements. As of the end of 2020, the Board has an outstanding balance of \$3,235,363 owed to counties in reimbursements. As increased surcharge collections begin to be submitted, the Board will review its Training Account and consider paying reimbursements owed to the counties.

Keeping cost saving measures in mind, the Board continues to enhance the curriculum and certification process through the integration of progressive online training as well as staying flexible to meet the changing authority and needs of today's sheriffs and deputy sheriffs.

COVID Impact

As with many agencies and institutions, the COVID pandemic presented the Board with numerous challenges. The Board's certification training provider, the Pennsylvania State University (PSU), suspended all operations, classes, and training on March 16, 2020. The Board, due to safety reasons, made the decision to send home a sheriff/deputy basic training class that was only 50% completed. The Board also postponed (and eventually cancelled) a scheduled waiver class.

During the year, Board staff shifted to a teleworking model that included holding various meetings virtually. The priority was to develop a plan to return students to training. Staff, with Board input, developed a comprehensive plan based on guidance from the Center for Disease Control (CDC) and the Pennsylvania Departments of Health and Education. Working with our training provider, Board staff developed an action plan and a set of protocols for the safe return of the sheriffs/deputies and continued Board training, including the following:

- Required COVID testing;
- Social distancing;
- Daily temperature and health screenings;
- Robust cleaning and sanitizing;
- Single hotel rooms;
- Smaller training groups;
- Increased instructor to student ratio;
- Alternate meal plans;
- Masking and other protective measures; and
- Compressed training schedules.

With the approval of the Board, PCCD, and PSU, training resumed on June 8, 2020. This was the first activity to be permitted on campus by PSU. These protocols were continued through the rest of 2020.

While our students were able to return, many of the facilities such as dining halls, hotels, and gyms remained closed. The Board and its contractor had to coordinate alternate facilities, contract for catered meals, add additional instructors, and institute robust hygiene protocols. These changes and enhancements added significant cost to the training program during the COVID pandemic.

At the same time, the Board was fortunate it had already moved forward with online training for re-certification. Continuing education training went completely virtual starting in 2020. There was no interruption of the required annual training.

SHERIFFS AND DEPUTY SHERIFFS BY COUNTY: CERTIFIED VS. GRANDFATHERED

COUNTY	CERTIFIED	GRAND-FATHERED	TOTAL	COUNTY	CERTIFIED	GRAND-FATHERED	TOTAL
Adams	15	0	15	Juniata	6	0	6
Allegheny	155	0	155	Lackawanna	86	1	87
Armstrong	9	0	9	Lancaster	57	1	58
Beaver	44	0	44	Lawrence	17	0	17
Bedford	16	1	17	Lebanon	25	0	25
Berks	90	0	90	Lehigh	91	0	91
Blair	25	0	25	Luzerne	40	0	40
Bradford	10	0	10	Lycoming	22	0	22
Bucks	64	0	64	McKean	12	0	12
Butler	31	0	31	Mercer	20	0	20
Cambria	28	0	28	Mifflin	16	0	16
Cameron	5	0	5	Monroe	24	0	24
Carbon	20	2	22	Montgomery	101	0	101
Centre	25	0	25	Montour	6	0	6
Chester	66	0	66	Northampton	60	0	60
Clarion	14	0	14	Northumberland	9	0	9
Clearfield	10	1	11	Perry	14	0	14
Clinton	12	0	12	Philadelphia	321	0	321
Columbia	13	0	13	Pike	20	0	20
Crawford	13	0	13	Potter	3	0	3
Cumberland	35	0	35	Schuylkill	23	0	23
Dauphin	39	0	39	Snyder	11	0	11
Delaware	55	1	56	Somerset	11	0	11
Elk	12	0	12	Sullivan	5	0	5
Erie	41	0	41	Susquehanna	6	0	6
Fayette	7	0	7	Tioga	8	0	8
Forest	9	0	9	Union	8	0	8
Franklin	27	0	27	Venango	15	0	15
Fulton	4	0	4	Warren	14	0	14
Greene	12	0	12	Washington	47	0	47
Huntingdon	18	0	18	Wayne	13	0	13
Indiana	23	0	23	Westmoreland	70	0	70
Jefferson	10	0	10	Wyoming	6	0	6
				York	99	0	99
				TOTAL	2243	7*	2250

* Deputies employed prior to 1980 were grandfathered and not required to attend certification training.

TRAINING AND CERTIFICATION PROGRAMS

Basic Training

By the end of 2020, the Board and PCCD, in accordance with the provisions of 44 Pa.C.S. Chapter 74, had completed the 36th year of providing initial certification to sheriffs and deputies. Since 1985, the Board, to provide initial certification, has held 89 basic training classes and 105 waiver classes, certifying a total of 6,933 sheriffs and deputy sheriffs.

From 1985 to 1999, basic training consisted of 160 hours of instruction presented during a four-week course and included major subject areas related to the duties of a deputy sheriff: civil and criminal law and procedure, court security, prisoner transport, mechanics of arrest, crisis intervention, professional development, self-defense, first aid, and firearms.

During 2000, the Board implemented the delivery of an expanded 560-hour basic training program. This implementation provided a significant expansion of instruction in the basic training topics noted above as well as other related subject matter. In 2003, basic training was expanded to the current 19-week, 760-hour level curriculum. In 2005, the Board also established minimum fitness standards for certification under the basic training program. Additionally, students are required to complete several online courses to supplement their traditional training.

Waivers of basic training are issued for a limited class of sheriffs and deputies with prior Pennsylvania-based law enforcement experience and training. Prior to 2000, deputies eligible for a waiver of basic training were required to attend a 40-hour, one-week waiver course, which covered the topics of civil law and procedure, court security, and prisoner transport. During 2000, the Board implemented an expanded, 101-hour waiver course to parallel the expansion of basic training. As a result of several classes, it was identified that the waiver students required less time to assimilate the same information, due to their prior training and experience. In 2001, the Board approved a reduction in the waiver course to 80 hours, although the same information is provided.

Between 1985 and 1999, the Board's basic training delivery contractor, the Dickinson School of Law, annually provided two four-week basic training courses and two one-week waiver training courses. Under the present phase of the expanded training, Pennsylvania State University (PSU) delivers two 19-week basic training classes and four two-week waiver classes on a year-round basis. During 2020, 181 sheriffs and deputies successfully completed training: 78 in basic training and 103 in the waiver courses. Utilizing PSU as the delivery contractor has expanded the opportunities for the Board's basic academy. State of the art fitness facilities and instructors, enhanced ranges, and test tracks are available for the Board's programs. Additionally, a Simulations Complex including lock-up, vehicle sally port, apartment, offices, and court room was created for use in various scenario-based trainings.

Additionally, to enhance the professionalism and educational opportunities of Pennsylvania's sheriffs and deputy sheriffs, the Board worked with PSU to award college credits to sheriffs and deputy sheriffs based on the basic training they completed. After review of the basic curriculum, PSU agreed to award each student 16.5 specific credits towards a degree at PSU or transferable to other educational institutions.

The Board worked with the Pennsylvania Department of Education, Division of Veterans/Military Education, to obtain recognition as an educational program under Title 38, United States Code, Section 3676 (GI Bill of Rights). This approval allows eligible sheriffs and deputy sheriffs who are also veterans, dependents, or National Guard and Reserve members to receive educational benefits for attendance at the Board's expanded basic or waiver training programs. Eligible sheriffs and deputies could qualify for tax-free benefits of approximately \$1,500 per month.

Continuing Education

As a means of recertifying sheriffs and deputies, 44 Pa.C.S. Chapter 74 requires attendance of continuing education every two years. The Board changed its format to 10 hours of virtual continuing education annually. During 2020, 1,944 sheriffs and deputies completed the required continuing education courses. The Board's continuing education training delivery contractor, Temple University's Department of Criminal Justice, provides the annual online training.

The 2020 training cycle began in January 2020. The training included the following subjects: Legal Updates, Officer Safety, and Social Media for Law Enforcement.

Supervisory Training

The Board has temporarily suspended its supervisory training due to budget constraints.

Merit Courses

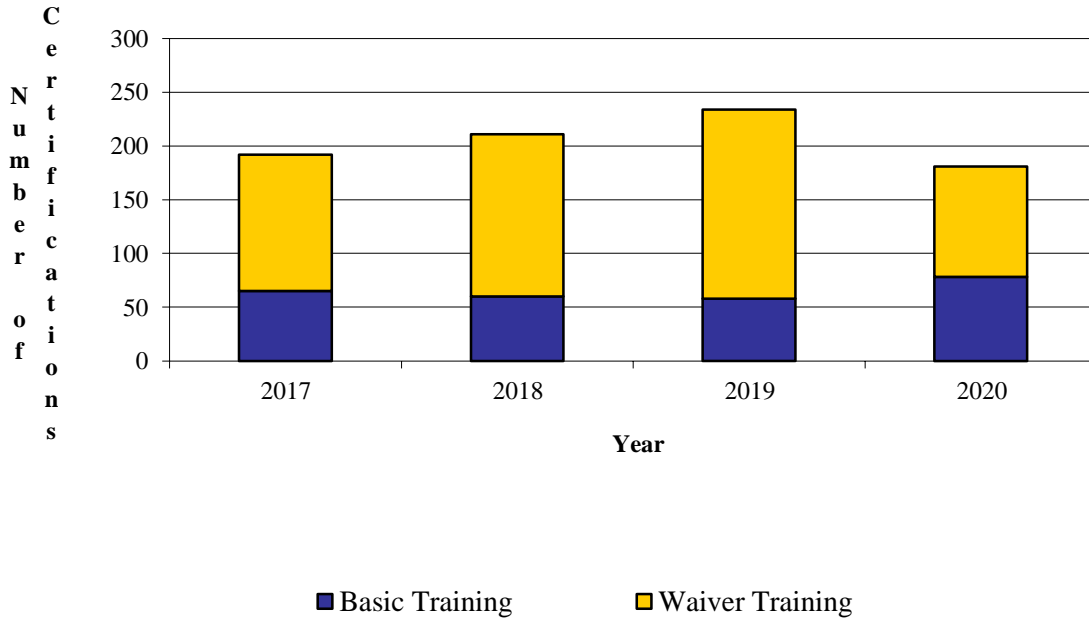
In addition to the training required by 44 Pa.C.S. Chapter 74, the Board identified several training programs needed by only a select number of sheriffs' offices or deputies. The Board developed a series of merit courses to better meet these specific needs. It was also determined that several delivery methods, including online and residential trainings, would be utilized.

Temple University offered Legal Updates, LEO Flying While Armed, and All Hazards to 229 sheriffs and deputies in an online format.

The Board also developed a Train-The-Trainer Program to assist sheriffs in establishing an internal training capability. In 2020, Instructor Re-Certification courses were offered for Basic Firearms Instructors and Patrol Rifle Instructors.

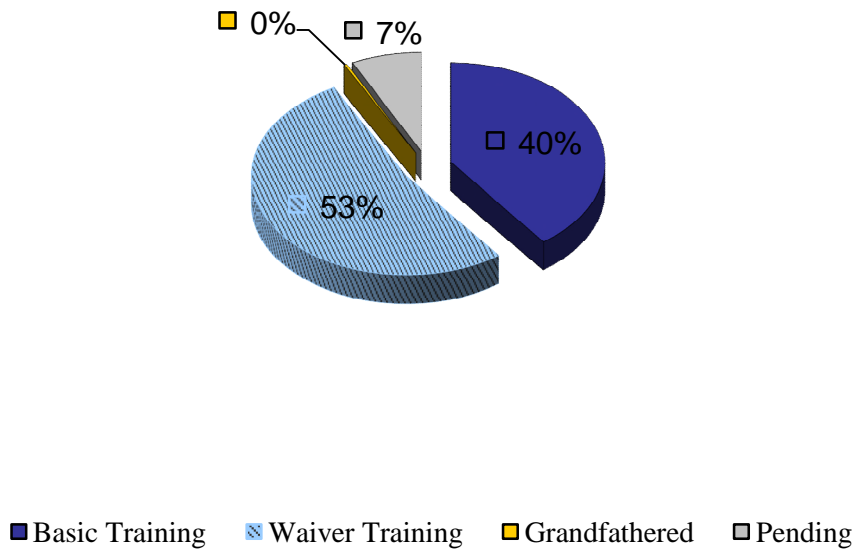
SHERIFF AND DEPUTY SHERIFF CERTIFICATIONS

Certified Per Year Through Basic And Waiver Training



STATUS OF CURRENTLY EMPLOYED SHERIFFS/DEPUTIES

By Method of Certification





SHERIFF AND DEPUTY SHERIFF TRAINING BULLETINS

During 2020, the Board continued to issue its periodical newsletter, the Sheriff and Deputy Sheriff Training Bulletin, which serves as a conduit to share information between the Board and sheriffs' offices concerning the training programs and activities of the Board. In addition, information and forms related to the sheriff and deputy sheriff training programs of the Board are available on PCCD's website at www.pccd.state.pa.us.

Number 158, January 2020

This bulletin provided instructions on accessing and completing the new online continuing education requirements.

Number 159, August 2020

This bulletin announced the 2021 Basic Training schedule.

Number 160, December 2020

This bulletin announced the passage of Act 134 increasing the training surcharge.