

**DEPUTY SHERIFFS' EDUCATION AND TRAINING BOARD**

**Minutes of the May 20, 2011 Meeting**

Members Present

Carmen C. DeLuca  
D. Webster Keogh (via phone)  
Kurt E. Montz  
William G. Pettigrew Jr.  
Jody S. Smith

Members Absent

Roger S. Gunesch  
Chester A. Hawkins

Commission Staff Present

Doug Hummel  
Don Numer

Others Present

Pennsylvania State University  
Bob Stonis  
Don Zettlemyer

Penn State, Fayette Campus  
Ted Mellors  
Denny Glaus  
Kirk Hessler

Temple University  
Tony Luongo

Butler County  
Sheriff Michael Slupe

Cumberland County Sheriff's Office  
Sheriff Ronnie Anderson

Deputy Sheriffs' Association of PA  
James Lee

The May 20, 2011 meeting of the Deputy Sheriffs' Education and Training Board (DSETB) was called to order by Chairman Dr. William G. Pettigrew Jr., at 8:00 a.m., at the Days Inn, State College, Pennsylvania.

Dr. Pettigrew introduced the first agenda item. He asked if the Board had an opportunity to review the minutes of the March 15, 2011 meeting and asked for a motion.

Mr. Kurt E. Montz made a motion to approve the March 15, 2011 DSETB minutes. Mr. Carmen DeLuca seconded the motion and it passed with the following votes:

Voting Aye: Board Members DeLuca, Keogh, Montz, Pettigrew and Smith

Voting Nay: None

Mr. Donald Numer, PCCD, reviewed the DSETB fiscal report for state fiscal year 2010-2011, for the period ending March 31, 2011. The balance from the previous year was \$11,597,896.37. Fee collections from July 1, 2010 through March 31, 2011, was \$4,583,054.81. The estimated total funds available at March 31, 2011 was \$16,597,896.37. The expenditures as of March 31, 2011 was \$2,782,314.03. The total expenditures and commitments as of March 31, 2011 was \$7,885,796.97. The estimated balance as of March 31, 2011 is \$8,712,099.40. Mr. Numer stated that staff will provide a report on the future fund projections for the September 22, 2011 DSETB meeting.

Dr. Pettigrew asked for a motion to approve the fiscal report. Mr. Montz made a motion to approve the DSETB fiscal report. Mr. DeLuca seconded the motion and it passed with the following votes:

Voting Aye: Board Members DeLuca, Keogh, Montz, Pettigrew and Smith

Voting Nay: None

Mr. Douglas Hummel, PCCD, reviewed the time waiver requests submitted by Sheriff Joseph McGinn, Delaware County. Time waivers were requested for Deputy Daniel Falkenstein, Deputy Peter Gosselin and Deputy Joseph Juisti and were due to a temporary manpower shortage. The request was for an extension so the deputies could attend continuing education training in the southeast region in November and December 2011. That is the next time continuing education training is being held in the southeast region. Mr. Hummel stated that the requests did not comply with the current DSETB policy. Mr. Hummel stated that the policy limits time waivers to six month extensions. These requests would extend a time waiver for between six to eight months. Dr. Pettigrew stated that due to the current economic climate, an exception could be made to grant the time waivers. Granting the time waivers would save the sheriff's office the costs associated with meals and lodging. Vice Chairwoman Jody S. Smith stated that she spoke with Lt. Dominique Squalice from Delaware County. Chairwoman Smith stated that Lt. Squalice was recently assigned the duties of training officer for the sheriff's office and is working to make sure his office is compliant with the training standards.

Dr. Pettigrew made a motion to approve the time waivers for Deputy Falkenstein, Deputy Gosselin and Deputy Juisti. Judge D. Webster Keogh seconded the motion and it passed with the following votes:

Voting Aye: Board Members DeLuca, Keogh, Montz, Pettigrew and Smith

Voting Nay: None

Mr. Hummel reviewed the time waiver request submitted by the Bedford County Sheriff's Office. Sheriff Charwin Reichelderfer requested a time waiver for Deputy Thaddeus Yothers. The request is to have Deputy Yothers attend continuing education training class C-11-60 in Grantville. During the time period when Deputy Yothers was due to attend training, three deputies terminated employment, causing a temporary manpower shortage.

Mr. Montz made a motion to approve the time waiver for Deputy Yothers. Mr. DeLuca seconded the motion and it passed with the following votes:

Voting Aye: Board Members DeLuca, Keogh, Montz, Pettigrew and Smith

Voting Nay: None

Mr. Hummel reviewed the time waiver request submitted by the York County Sheriff's Office. Sheriff Richard P. Keuerleber requested a time waiver for Deputy Kenneth M. Kulisiewicz. The request is to have Deputy Kulisiewicz attend continuing education training class C-11-61 in Grantville. Deputy Kulisiewicz was scheduled to attend continuing education in York County, in May 2011, but was removed from the course due to a family emergency.

Mr. Montz made a motion to approve the time waiver for Deputy Kulisiewicz. Mr. DeLuca seconded the motion and it passed with the following votes:

Voting Aye: Board Members DeLuca, Keogh, Montz, Pettigrew and Smith

Voting Nay: None

Mr. Hummel reviewed the training request submitted by the Philadelphia Office of the Sheriff. Sheriff Barbara A. Deeley requested that the DSETB grant Deputy Phillip N. Harris one additional opportunity to attempt the Basic Training Academy's Physical Fitness Test. Deputy Harris attended class B-11-01 beginning January 10, 2011. He was expected to graduate on May 20, 2011. Deputy Harris failed his final physical fitness test on May 17, 2011 and was dismissed from the academy. Specifically, he failed the 300 meter run by .19 seconds. Deputy Harris was originally hired as a Deputy Sheriff on April 9, 2007. He originally attended Basic Training class B-09-03 which began August 10, 2009. Deputy Harris was injured during the training course and was removed from

the academy. Deputy Harris was cleared to return to training on May 12, 2010. Deputy Harris was given credit for modules that he completed with class B-09-03 and was given a training schedule of modules to be completed with class B-10-02. He returned to the academy on June 9, 2010. On June 28, 2010 Deputy Harris failed the first physical fitness test. Specifically, he failed the 1.5 mile run. On July 30, 2010 Deputy Harris failed his second physical fitness test. During the test, Deputy Harris experienced a medical issue that required Emergency Medical Services response. Deputy Harris was removed from the academy due to the medical issue. Deputy Harris did not complete the academy within the allowable one year time period from his original dismissal date from his attendance with class B-09-03. As per the DSETB Policy, Deputy Harris was required to repeat the entire Basic Training Academy and was enrolled in class B-11-01.

Mr. Numer provided three options for the DSETB to consider. The first option was to grant the request. The second option was to deny the request. The third option was to grant the request for an additional test, with the condition that the sheriff's office verify in writing that they tested Deputy Harris and that he is able to pass the fitness standards. Mr. Numer stated that the DSETB has granted additional physical fitness tests in the past, but not without requiring the sheriff to verify that the deputy passed the test administered by their office.

Mr. James Lee, Executive Director of the Deputy Sheriffs' Association of Pennsylvania and a Deputy with the Philadelphia Office of the Sheriff addressed the DSETB. Mr. Lee stated that he could not speak on behalf of the sheriff's office but asked the DSETB to consider granting the request. He stated that Deputy Harris is fine man.

Chairwoman Smith made a motion to grant Deputy Harris an additional physical fitness test, with the condition that the sheriff's office, verify in writing that Deputy Harris passed a test that the sheriff's office administered. The additional test is to occur prior to the September 22, 2011 DSETB meeting. Mr. Montz seconded the motion and it passed with the following votes.

Voting Aye: Board Members DeLuca, Keogh, Montz, Pettigrew and Smith

Voting Nay: None

Mr. Numer reviewed the list of Time Waivers approved by the Training Supervisor. This was for informational purposes and did not require DSETB action. Time waivers were approved for Deputy Brian Barrick, Cumberland County; Deputy William Mohl, Lebanon County and Deputy Robert T. Lee, Philadelphia County.

Mr. Numer reviewed the list of Partial Training Waiver Applications approved by the Training Supervisor. This was for informational purposes and did not require DSETB action.

Mr. Don Zettlemyer, Pennsylvania State University, stated that graduation ceremonies for the 34<sup>th</sup> Basic Training Class at Penn State will begin at 11:00 a.m. He invited all to

attend the graduation. Mr. Zettlemyer stated that the 35<sup>th</sup> class has 26 deputies and is in the third week of training.

Mr. Anthony Luongo, Temple University, provided the Continuing Education Delivery Report. Mr. Luongo stated that the current training cycle will conclude June 30, 2011. Training is currently being held in Harrisburg and Reading. Sixty-four line officer classes were conducted during the training cycle along with basic and advanced supervisory training. Mr. Luongo stated that eighteen deputies were enrolled in the on-line training curriculum, of which fifteen were participating in all of the three courses offered.

Mr. Numer stated that Temple University hosted a few Train the Trainer Instructor Development Workshops and Penn State hosted the Firearms Instructor Training. Mr. Numer stated that the Deputy Sheriffs' Information System (DSIS) is being enhanced to maintain instructor certification records for those deputies participating in the Train the Trainer Program.

Chairwoman Smith stated that she recently attended continuing education training in Grantville, PA and commended the instructor, Mr. Leo Giebel. Chairwoman Smith stated that the course material had errors and the videos did not work. Mr. Luongo stated that each deputy is given the course materials, which includes the power point presentation. She questioned if there were problems with the videos for the past two years of the current training cycle. Mr. Luongo stated that he was not aware of any issues concerning the curriculum during previous classes. Dr. Pettigrew asked for a report of the findings and any corrective action that may be needed, to be presented at the next DSETB meeting.

Mr. Ted Mellors, Pennsylvania State University, Fayette Campus, provided an update on the Curriculum Development Contract. Mr. Mellors handed out discs containing course materials.

Mr. Numer explained that Temple University created the original curriculum that is being taught at the Basic Training Academy. Mr. Numer stated that over the past ten years several training modules have been reviewed and revised. Mr. Numer stated that Penn State Fayette is tasked with reviewing the entire curriculum for needed changes and the elimination of any duplication. Mr. Numer explained that this is the first time the curriculum is being reviewed not only for content revisions but to incorporate enhanced methods of training delivery. Penn State Fayette has met with sheriffs, deputies and academy instructors to gather input for the revision process. Mr. Montz asked if instructor development will be provided to the academy instructors to educate them on the new curriculum. Mr. Mellors stated that communication is ongoing with several of the academy instructors. File Share is being used to allow instructors constant access to the curriculum and to provide input. Mr. Numer stated that Penn State hired another employee for the Basic Training Academy to assist in the implementation of the new curriculum.

Mr. Montz asked which baton training would be offered. Mr. Kirk Hessler, Penn State Fayette, explained that the baton training that is being developed will be generic in nature, which will cover all types of batons. Mr. Hessler stated the training will not be product specific. Mr. Numer stated that the DSETB sets basic standards and when possible, refrains from training developed specifically for a particular manufacturer's product.

Mr. Montz asked if the Criminal Law module is being revised. He questioned the need to maintain the current level of training in this area if deputies are not enforcing criminal law. Mr. Numer stated the current Criminal Law module is sixty hours and the new version will have fewer hours. Mr. Numer stated that the revised curriculum will include training in Driving Under the Influence (DUI) and Sobriety Check Points.

Mr. Numer stated the next DSETB meeting was scheduled for Thursday, September 22, 2011, at 9:00 a.m., at the PCCD, Harrisburg, Pennsylvania.

Sheriff Michael Slupe, Butler County, commended Mr. Numer and Mr. Hummel for their support and guidance with understanding the training program and requirements.

Mr. Numer stated that new DSETB appointments may be made prior to the next meeting.

Mr. Montz made a motion to adjourn the meeting at 8:41 a.m. Mr. DeLuca seconded the motion and the meeting was adjourned with the following votes:

Voting Aye: Board Members DeLuca, Gunesch, Hawkins, Keogh, Montz

Voting Nay: None