

DEPUTY SHERIFFS' TRAINING BULLETIN

Number 106

COMMONWEALTH OF PENNSYLVANIA

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PENNSYLVANIA FIREARMS LICENSE TO CARRY SYSTEM

ADDITIONAL SETS OF EQUIPMENT

PCCD has heard from many counties about the need for additional license to carry equipment. Counties may purchase an additional set of LTC system equipment (see page 3 for details) with any money remaining in the currently approved grant. The <u>new deadline for purchase of any remaining equipment is **Friday, December 31, 2010.**</u>

Based on the Pennsylvania State Police numbers of how many licenses each county issued during 2009, counties may be eligible to purchase more than one additional set of equipment. There were 45 counties in 2009 that issued 4,000 or fewer licenses to carry. The remaining 22 counties issued anywhere from 4,001 to 20,493 licenses.

Based on the number of licenses issued in 2009, counties will be able to buy one, two, or three additional sets of equipment. See the chart on page 2 a county list. The total for <u>all purchases</u> made under the License to Carry grant <u>may not exceed</u> the total amount awarded to the county. For example, if a county was awarded \$15,000 and to date has spent \$3,537.00 for the county's first set of equipment and supplies, then the county has \$11,463 in remaining grant money to use towards the purchase of additional sets of LTC equipment. All equipment purchased with grant money <u>must be utilized for the new LTC system.</u> Counties cannot purchase a new PC, have the LTC System installed on an old PC and utilize the new PC for another purpose.

PCCD has left installation instructions on CDs and will continue to leave installation instructions with each counties IT department so additional LTC workstations can be set up if necessary. PCCD will provide remote support regarding the installation of additional workstations if necessary after mid January 2011. Implementation of all counties is the first priority. If you have Programmatic questions regarding your grant, please contact Sue Lanza at (717) 265-8552 or glanza@state.pa.us. If you have already completed system testing and filed a Final Program Report within Egrants, and wish to purchase additional sets of equipment as described and allowed within this bulletin, please contact Sue Lanza at PCCD. Your project will be revised to allow additional program reports.

Number of License to Carry Permits issued by County for 2009.

Counties	Number of permits issued	Additional sets of LTC Equipment	Counties	Number of permits issued	Additional sets of LTC Equipment
Sullivan	246	1	Indiana	2,547	1
Cameron	272	1	Franklin	2,712	1
Forest	346	1	Lebanon	2,720	1
Fulton	512	1	Monroe	2,803	1
Montour	520	1	Mercer	2,975	1
Clinton	621	1	Armstrong	3,065	1
Juniata	675	1	Lycoming	3,132	1
Potter	847	1	Lackawanna	3,345	1
Clarion	900	1	Blair	3,541	1
Wyoming	986	1	Cambria	3,744	1
Huntingdon	1,006	1	Schuylkill	4,031	2
Snyder	1,012	1	Cumberland	4,184	2
Union	1,037	1	Beaver	4,348	2
Greene	1,042	1	Butler	4,394	2
Mifflin	1,062	1	Northampton	4,499	2
Elk	1,299	1	Luzerne	4,633	2
Tioga	1,318	1	Erie	4,849	2
Wayne	1,421	1	Dauphin	5,109	2
Columbia	1,450	1	Delaware	5,331	2
Bedford	1,549	1	Lehigh	5,421	2
Perry	1,584	1	Chester	5,621	2
Venango	1,629	1	Washington	5,644	2
Susquehanna	1,689	1	Fayette	5,702	2
McKean	1,882	1	Philadelphia	6,970	3
Jefferson	1,886	1	Bucks	7,677	3
Bradford	1,947	1	Berks	8,216	3
Carbon	1,968	1	Montgomery	8,286	3
Somerset	2,066	1	York	8,864	3
Adams	2,158	1	Lancaster	9,530	3
Northumberland	2,246	1	Westmoreland	12,862	3
Lawrence	2,284	1	Centre	15,931	3
Warren	2,302	1	Allegheny	20,493	3
Crawford	2,344	1			
Pike	2,344	1			
Clearfield	2,372	1			

Additional Equipment

Below is a summary of the equipment required to set up additional License to Carry (LTC) Firearms workstations, followed by additional equipment details and updates which have occurred since Bulletin 96 was originally distributed.

PCCD has left installation instructions on CDs and will continue to leave installation instructions with each counties IT department so additional LTC workstations can be set up if necessary. PCCD will provide remote support regarding the installation of additional workstations if necessary **after mid January 2011.**

Equipment List Summary

The table below list the components required to set up additional LTC work stations. Column 1 lists the component, Column 2 indicates if the component is required or not, column 3 provides summary level requirements and column 4 indicates if multiple options exist for the component.

If you have any technical questions related to the LTC project, please contact Alan McLean at (717) 657-4178 or c-almclea@state.pa.us.

Component	Required Component	Requirements	Options	Comments
PC	Yes	5+USB ports, Windows XP 32 bit OS, Microsoft Office2007 Professional, Adobe Acrobat 9.0 (Reader) or later version, Internet Explorer 6.0 or higher, 19" or larger Monitor, Keyboard		
Web Cam	Yes	Logitech® Webcam Pro 9000	OR	Preferred
		Logitech® QuickCam Orbit AF	OR	
		Microsoft LifeCam VX-7000	OR	

Component	Required Component	Requirements	Options	Comments
Printer 1 – Dedicated printer for printing permits	Yes	Epson Workforce 30	OR	Other printers may or may not work. The models listed have been tested and will work
		Epson Workforce 1100	OR	Other printers may or may not work. The models listed have been tested and will work
		Kyocera FS- C5100DN	OR	Other printers may or may not work. The models listed have been tested and will work
Thermal Laminator	Yes			A Heavy Duty thermal laminator designed to support 2 1/8" x 3 3/8" credit card size 10 mil Butterfly pouches is recommended.
Printer 2 – General purpose printer for printing correspondence, reports and or mailing labels.	No			Should include a hopper feed to accept Avery 5160 or 8160 Industry Standard Mailing Labels if the county plans to create mailing labels.
Signature Pad	Yes	Topaz SignatureGem LCD 1x5 capture pad Model T-LBK462-		

Component	Required Component	Requirements	Options	Comments
		HSB		
Magnetic Stripe Card Reader	No	Logic Controls Model MR3300U-BK	OR	
		Logic Controls Model MR3310U-BK	OR	
		HP USB POS Keyboard with Magnetic Stripe Reader - FK218AA#ABA	OR	
		Versakey USB Keyboard with Magnetic Stripe Reader by ID Tech Item #: IDKA- 234133B	OR	
18% Gray background cloth or poster and 3 point lighting	Yes			Required to meet CPIN standards as defined in Act 2005-66. See Bulletin 104 for additional detail.
Supplies	Yes	ID card Blanks 1-up Credit Card size card 2 1/8" x 3 3/8" size on perforated 4" x 6" synthetic		When ordering the card blanks you must specify the type of printer (Inkjet or Laser)

Component	Required Component	Requirements	Options	Comments
		paper. Clear Laminate 2 1/8" x 3 3/8" Credit Card size 5 or 10 mil Butterfly pouches Printer Cartridges		you plan to use.

Additional detail regarding the equipment specifications are provided below:

WORKSTATION

- PC tower or mini-tower housing, floor-standing.
 - o Processor IBM Compatible, 2.33 GHz or greater,
 - Integrated video controller,
 - Internal audio speaker,
 - o Integrated network adapter 10/100 MB Ethernet,
 - o USB 2.0 ports, five to eight, depending upon local equipment
 - Keyboard port (Alternate: Keyboard with integrated MSR),
 - Mouse port,
 - Web Cam port,
 - Magnetic Stripe Reader Port (if not included in Keyboard)
 - Signature Capture Pad Port,
 - 2 Printer Ports (if Printers are not connected to the network)
 - o Internal expansion bay one additional for future expansion,
 - Expansion card slots two free slots for future expansion,
 - Memory 4GB,
 - o Hard drive 300 GB or larger, and
 - Removable media storage drive CD/DVD+/-RW.
- **Display** (monitor) 19" or larger flat panel color, high resolution.
- **Keyboard** full alphanumeric, standard format.
 - Alternative Key board with integrated magnetic stripe reader (MSR)

Mouse – minimum 2-button.

- Software.
 - Microsoft Windows XP 32 bit Operating System, SP3,
 - Microsoft Office 2007 Professional (Internet Explorer 6.0 or higher, Word, Excel, Outlook, PowerPoint, Publisher, Access),
 - Adobe Acrobat 9.0 or later version (reader only)

PRINTERS

• **Printer #1** Dedicated high quality color Inkjet or color Laser printer with a separate thermal laminator device. This printer is for dedicated use to print License to Carry cards (PSP Form SP4-129) on soft synthetic paper, with perforated sheet stock. Separate pocket laminator heated to reduce bubbles is required.

<u>Please note: Based on our experience in the field and testing PCCD is recommending one of the following printers for printing the permits:</u>

- Epson Workforce 30
- Epson Workforce 1100
- Kyocera FS-C5100DN

Thermal Laminators: There are a variety of thermal laminators available. A Heavy Duty thermal laminator designed to support 2 1/8" x 3 3/8" credit card size 10 mil Butterfly pouches is recommended.

• **Printer #2** General purpose
This printer is a standard color inkjet or black and white laser printer for use to print
License to Carry form copies, mailing labels and general reports.

- Standard desktop, inkjet or laser, for general purpose printing, low volume.
- Supported by software listed with PC Workstation, and
- Include USB cord for connection to PC workstation if printer is not accessible via Local Area Network.

SIGNATURE CAPTURE PAD

Component

Topaz SignatureGem LCD 1x5 capture pad Model T-LBK462-HSB http://www.topazsystems.com/products/siggemlcd1x5.asp

DIGITAL WEBCAM AND ACCESSORIES

- Webcam must include a port and USB cable long enough for attachment from the device location to the USB port of the PC Workstation,
- Tripod or other style stand, and
- 18% Gray background cloth or poster and 3 point lighting.
- The Logitech Webcam Pro 9000 is preferred. Any of the following are acceptable

Component
Logitech® Webcam Pro 9000
Logitech QuickCam Orbit AF
Microsoft LifeCam VX-7000

MAGNETIC STRIPE CARD READER

• Any of the following Card readers are acceptable:

Component
Logic Controls Model MR3300U-BK
Logic Controls Model MR3310U-BK
HP USB POS Keyboard with Magnetic Stripe
Reader - FK218AA#ABA
Versakey USB Keyboard with Magnetic Stripe
Reader by ID Tech Item #: IDKA-234133B

SUPPLIES

- Initial supply of LTC card blanks, laminate materials, printer cartridges for LTC card printer and general purpose printer
 - LTC ID Card blanks, such as Teslin® or Artisyn® premium synthetic paper.
 - The cards and Laminate should adhere to the following specifications:
 - o ID card Blanks 1-up Credit Card size card 2 1/8" x 3 3/8" size on perforated 4" x 6" synthetic paper. When ordering the card blanks you must specify the type of printer (Inkjet or Laser) you plan to use. The paper is different for Inkjet or Laser printers.
 - Clear Laminate 2 1/8" x 3 3/8" Credit Card size 10 mil Butterfly pouches
 - Please note. If the Issuing Authority desires to have data or information on the back of the LTC ID cards, the cards should be ordered preprinted with the desired data or information.