

SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

Minutes of the July 25, 2023 Meeting

Members Present

Angelinel Brown
Stephanie Jirard
David Glass
Barry Howe
Michael J. Koury Jr.
Brandon P. Neuman
Jody S. Smith
Ed Walker
Eric Weaknecht

Commission Staff Present

Stephen Ekema-Agbaw
Theresa Ford
Doug Hummel
Dorthey Jacobelli
Don Numer
John Pfau
Debra Sandifer
Ekaterina Shull

Others Present

Penn State University
Steve Shelow
David White

Temple University
Anthony Luongo

Sullivan County,
Sheriff Robert Montgomery

Wayne Bush
Ms. Bush

The July 25, 2023 meeting of the Sheriff and Deputy Sheriff Education and Training Board (SDSETB) was called to order by Chairman Eric Weaknecht, at 2:02 p.m. The meeting was being held at the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA 17110 and via Teams conference call. Chairman Weaknecht informed everyone that the meeting was being audio recorded.

Mr. Don Numer, PCCD, confirmed the attendance of Board members: Chairman Weaknecht, Vice Chairwoman Jody Smith, Deputy Chief Angelinel Brown, Mr. Barry Howe, Ms. Stephanie Jirard, Judge Michael Koury Jr., Judge Brandon Neuman, Mr. David Glass, and Deputy Ed Walker. He stated that a quorum of members was present.

Mr. Numer acknowledged the attendance of PCCD staff members: Ms. Dorthey Jacobelli, Ms. Theresa Ford, Ms. Debra Sandifer, Ms. Ekaterina Shull, Mr. Stephen Ekema-Agbaw, Mr. Douglas Hummel, and Mr. John Pfau.

Others in attendance included, Mr. David White and Mr. Steve Shelow, Penn State Justice and Safety Institute; and Mr. Anthony Luongo, Temple University.

Mr. Numer acknowledged that Sheriff Robert Montgomery and Mr. and Mrs. Wayne Bush were in attendance.

Chairman Weaknecht asked if everyone had an opportunity to review the minutes from the May 19, 2023 Board meeting. He stated that if there was no discussion, then he would entertain a motion to approve the minutes.

Sheriff Smith made a motion to approve the meeting minutes from May 19, 2023. 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, Howe, Glass, Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Ms. Jacobelli, PCCD, reviewed the year end fiscal report for state fiscal year 2022-2023, period ending June 30, 2023. The balance from the previous year was \$2,501,629.12. The fee collections as of June 30, 2023 was \$4,973,291.11. The total available funds were \$7,474,920.23. The total expenditures as of June 30, 2023 was \$2,951,600.60. The total expenditures and commitments were \$9,081,219.77 which included \$875,734.55 in administrative expenses. The details of the administrative expenses were included on page 13 of the meeting packet. The uncommitted balance as of June 30, 2023 was negative \$4,557,900.14.

Chairman Weaknecht asked if there were any questions regarding the fiscal report. He stated that if there was no discussion, then he would entertain a motion to approve the fiscal report.

Deputy Walker made a motion to approve the year end fiscal report for state fiscal year 2022-2023, period ending June 30, 2023. Mr. Howe 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, Howe, Glass, Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Chairman Weaknecht asked Mr. Numer to provide his training supervisor's report as included on the meeting agenda.

Mr. Numer reported that pending reimbursements owed as of June 30, 2023 was approximately 7.3 million dollars. At the October 2022 meeting, the Board authorized up to 2.5 million dollars for reimbursements. PCCD fiscal recommended issuing reimbursements in increments, while monitoring the fee collections. Mr. Numer stated that based on the current fiscal status, fiscal staff began to process invoices up to one million dollars. This represents invoices submitted from April 1, 2019 through December 31, 2019. Mr. Numer stated that a significant increase in fee collections occurred this year with almost 5 million dollars collected. The average of the previous 6 years was 3.5 million dollars per year. Staff will provide an update at the October Board meeting.

Mr. Numer reported that Basic Training Class B-23-02 was in session and scheduled to graduate on September 1, 2023. Class B-23-03 had an enrollment of 40 and 14 deputies on the waiting list. He reported that Waiver Training Class W-23-04 had 11 deputies enrolled and that enrollment was expected to increase. Mr. Numer reported that 53 percent of the enrolled deputies completed the mandatory on-line continuing education training. He reported that the Patrol Rifle Instructor Training, scheduled for August 2023, had 14 deputies enrolled.

Mr. Hummel, PCCD, reviewed the time extension request submitted by Sheriff Jody Smith, Cumberland County. The request was for Deputy Ian Greene to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Greene was currently attending class B-23-02, from April 24, 2023 through September 1, 2023. The request complied with Board Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Jody Smith, Cumberland County. The request was for Deputy Kimani Stevens to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Stevens was currently attending class B-23-02, from April 24, 2023 through September 1, 2023. The request complied with Board Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Christopher Lepler, Lancaster County. The request was for Deputy Andy Lan to continue serving as

a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Lan was scheduled to attend basic training class, B-23-03 and will graduate on December 15, 2023.

Mr. Hummel reviewed the time extension request submitted by Sheriff Christopher Leppler, Lancaster County. The request was for Deputy Arnaldo Lopez to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes basic training for certification. Deputy Lopez was scheduled to attend basic training class, B-23-03 and will graduate on December 15, 2023.

Mr. Hummel reviewed the time extension request submitted by Sheriff Joseph Hanna, Lehigh County. The request was for Deputy Steven Pinsker to continue serving as a deputy sheriff in an administrative capacity, non-uniformed and unarmed until he completes waiver training for certification. Deputy Pinkser is scheduled to attend waiver training class, W-23-04 and will graduate on October 27, 2023. The request complied with Board Policy.

Mr. Hummel reviewed the time extension request submitted by Sheriff Richard Keuerleber, 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 was currently attending class B-23-02, from April 24, 2023 through September 1, 2023. The request complied with Board Policy.

Mr. Howe made a motion to approve the time extension requests for deputies, Ian Greene, Kimani Stevens, Andy Lan, Arnaldo Lopez, Steven Pinkser, 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 was approved with the following votes:

Voting Aye: Board Members Brown, Howe, Glass, Jirard, Koury, Neuman, Walker, and Weaknecht

Voting Nay: None

Abstained: Board Member Smith

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 Todd Caltagarone, Elk County. The request was for Deputy James Borza. Deputy Borza served as a trooper with the Pennsylvania State Police from 1991 to 2013. He was a

deputy sheriff with the Elk County Sheriff's Office from September 2013 to October 2017. He completed the Sheriff and Deputy Sheriff Waiver Training for his previous certification as a deputy sheriff. He relocated to Florida and received a partial law enforcement training exemption, serving as a police officer until returning to Pennsylvania in 2023. He was re-hired by the Elk County Sheriff's Office on May 22, 2023.

Based on his training and experience as a trooper, deputy sheriff, and police officer, staff recommended that he be granted a partial waiver of training and be required to complete the Comprehensive Legal Updates to become certified as a deputy sheriff. This request was permitted under Act 1984-2 and staff recommended approval.

Deputy Walker made a motion to approve the partial training waiver request for Deputy James Borza. Mr. Howe 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, Howe, Glass, Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Hummel reviewed the instructor applications for Mr. Bryann Bingaman, Mr. Harrison Fleming, Mr. Todd Lewis, Mr. Nicholas Monocello, Mr. Jeffery Wharran and Mr. John Wolfe, submitted by Penn State University. The request is to certify Mr. Bingaman to instruct Defensive Tactics, Security, and Deputy Safety; Mr. Fleming to instruct Emergency Medical Services; Mr. Lewis to instruct Firearms; Mr. Monocello to instruct Firearms and Defensive Tactics; Mr. Wharran to instruct Firearms and Security, and Mr. Wolfe to instruct Law, Professional Development, Defensive Tactics, Security, Deputy Safety, and Investigations.

Deputy Walker made a motion to certify Mr. Bingaman, Mr. Fleming, Mr. Lewis, Mr. Monocello, Mr. Wharran, and Mr. Wolfe as instructors for the subjects requested. Mr. Howe 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, Howe, Glass, Jirard, Koury, Neuman, Smith, Walker, and Weaknecht

Voting Nay: None

Mr. Steve Shelow, Penn State University, provided the basic training delivery report. He reported that Mr. Michael Ecker resigned his position as the Academy Director and is being replaced by Mr. David White on an interim basis. Mr. Ecker resigned for a faculty position at Penn State, Berks Campus. Prior to his promotion, Mr. White was serving as a law Enforcement Training Specialist with the Academy. Mr. Shelow reported that the current Basic Training class will graduate on September 1, 2023. The third class for 2023 is scheduled to begin August 8, 2023.

Mr. Tony Luongo, Temple University, provided the report on continuing education training and curriculum development. He reported that the 2023 on-line continuing education training continues to be available. The training includes Legal Updates, Addictions, and De-escalation. Mr. Luongo stated that the curriculum for the 2024 on-line continuing education training was being developed and include the subjects: Legal Updates, Preparation of Service, and Judicial Security. He provided an update on the Job Task Analysis project that Temple is conducting. Regional focus group meetings will be scheduled in the fall of 2023 to have sheriffs and deputies provide information regarding their duties and responsibilities. The Job Task Analysis will provide valuable guidance in the future development of curriculum. Mr. Luongo reported that staff members of Temple University attended the PA Sheriffs' Association's (PSA) summer conference. Several sheriffs and deputies participated in interviews. The interviews were video recorded for use in the trainings being developed. He expressed his gratitude for the support of the PSA, sheriffs and deputies.

At 2:32 p.m. Mr. Howe made a motion to adjourn the public meeting, to conduct an executive session. Deputy Walker seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment. No further discussion occurred, and the motion passed to conduct an executive session, with the following votes:

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

Voting Nay: None

At 3:19 p.m. Deputy Walker made a motion to resume the SDSETB public meeting. Mr. Howe seconded the motion. The motion passed with the following votes:

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

Voting Nay: None

Mr. Numer had a roll call of members to confirm attendance and that a quorum of members was present. Board members in attendance were: Deputy Chief Angelinel Brown, Mr. David Glass, Mr. Barry Howe, Ms. Stephanie Jirard, Judge Michael Koury, Judge Brandon Neuman, Sheriff and Vice-Chair Jody Smith, Deputy Ed Walker, and Sheriff and Chairman Eric Weaknecht. Mr. Numer declared that a quorum was present.

Mr. Glass made a motion to revoke the instructor certification for Mr. Wayne Bush. Deputy Chief Brown seconded the motion. Chairman Weaknecht asked if there was any further Board discussion or public comment. No further discussion occurred, and the motion passed to revoke the instructor certification of Mr. Wayne Bush, with the following votes:

Voting Aye: Board Members Brown, Glass, Jirard, Koury, and Neuman

Voting Nay: Howe, Smith, Walker, and Weaknecht

Mr. Pfau, PCCD, informed the Board that Ms. Megan Staub is resigning her position as a curriculum manager for the PCCD training programs, effective August 4, 2023. He stated that Ms. Staub did an excellent job and that a replacement would be hired.

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 2:00 p.m., October 24, 2023, at the PCCD.

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

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

Voting Nay: None