



**DEPUTY SHERIFFS' EDUCATION
AND TRAINING BOARD**

**2013 ANNUAL REPORT
REVISED**

Mark R Zimmer
Chairman

Tom Corbett
Governor

DEPUTY SHERIFFS' EDUCATION AND TRAINING BOARD

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Deputy Sheriffs' Education and Training Board
Pennsylvania Commission on Crime and Delinquency
P.O. Box 1167, Harrisburg, Pennsylvania 17108-1167
Telephone (717) 705-3693 -- Toll Free (800) 692-7292
FAX (717) 783-7140
www.pccd.state.pa.us



A Message from the Chairman

This report on the Deputy Sheriffs' Education and Training Board's activities during 2013 serves as a review of the Board's accomplishments and future goals. It is my pleasure to present this report to you.

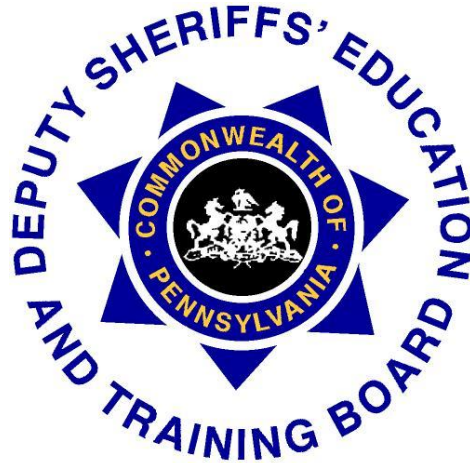
In February 1984, the Deputy Sheriffs' Education and Training Board was created by Act 1984-2, the Deputy Sheriffs' Education and Training Act, to train and certify deputy sheriffs employed by the Commonwealth's 67 county sheriffs' offices. The Board operates with the oversight and staff support of the 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.

During 2013, the Board has made significant strides to enhance the Deputy Sheriffs' Training and Certification Programs. A number of new subjects were developed and revisions have been made to the existing curriculum. Multiple online and residential merit courses were also offered to supplement the programs mandated by Act 1984-2. The Board has also begun a program to develop an in-house instructor capability for each sheriff.

Given the goals achieved during the past 29 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.

Carmen C. DeLuca, Chairman



BOARD MEMBERSHIP

Carmen C. Deluca, Chairman
Retired Commander, Allegheny County Sheriff's Office

David M. Godfrey
Lieutenant, York County

Linda Dale Hoffa *
Senior Executive
Deputy Attorney General
Office of Attorney General

Mark L. Kellam
Deputy Sheriff, Wayne County

Todd A. Martin
Sheriff, Monroe County

Honorable Ronald C. Nagle
Senior Judge, Chester County

Honorable Wayne E. Nothstein
County Commissioner
Carbon County

Honorable Margherita Patti-Worthington
President Judge, Monroe County

Eric J. Weaknecht
Sheriff, Berks County

* Representing Attorney General Kathleen Kane

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Mark R Zimmer
Chairman, PCCD

Linda Rosenberg
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. 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.

Act 1984-2 directed the Board to establish, implement and administer a program of basic and continuing education training for deputy sheriffs. The Act requires that newly hired deputy sheriffs attend basic training in order to be certified as a deputy sheriff. In addition, all deputies are required to renew their certification through biennial continuing education.

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

During 2013, the Board continued to revise and update the basic training program (760 hours) Merit training was offered, including several web-based training programs. The Board continues to focus on revising the continuing education program.

Activities of the Board, and its staff, as well as training programs, are supported independent of the PCCD General Fund budget. This is accomplished through a surcharge on all legal papers served by sheriffs' offices. PCCD is responsible for making disbursements from the Deputy Sheriffs' 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.

In addition, the Act provides for reimbursement to each county for expenses associated with the training of deputy sheriffs. The Board provides 100 percent of the tuition and allowable living and travel expenses during training. Also, counties are reimbursed 100 percent for each deputy's salary while he or she attends training.

**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
DEPUTY SHERIFFS' EDUCATION AND TRAINING ACCOUNT
COMBINED STATEMENT OF CASH RECEIPTS, EXPENDITURES, AND COMMITMENTS
FOR STATE FISCAL YEAR 2013 – 2014 AS OF DECEMBER 31, 2013**

RECEIPTS	<u>RECEIPTS</u>	<u>TOTAL</u>	<u>BALANCE</u>
Balance from Previous Year			\$14,131,838.61
Fee Collections			
7/1/13 – 12/31/13	\$2,041,033.37		
Estimated Collections: 1/1/14 – 6/30/14	\$2,628,571.63	\$4,669,605.00 *	
TOTAL FUNDS AVAILABLE AT 6/30/14 *			<u>\$18,801,443.61</u>
EXPENDITURES AND COMMITMENTS			
	<u>EXPENDITURES</u>	<u>COMMITMENTS</u>	<u>TOTAL</u>
Administration:	\$129,755.75	\$435,667.74	\$565,423.49
Education:			
Temple University	\$519,574.04	\$0.00	\$519,574.04
PO 4300302788 – Continuing Education			
11/1/2011 – 9/30/13			
Pennsylvania State University (Fayette)	\$159,181.70	\$1,278,680.17	\$1,437,861.87
PO 4300349825 – Curriculum Development			
12/1/2012 – 6/30/2016			
Pennsylvania State University (Main)	\$611,517.53	\$9,841,128.64	\$10,452,646.17
PO 4300349846 – Basic Training			
1/1/13 – 6/30/16			
Alutiq Diversified Services LLC	\$24,600.06	\$9,392.09	\$33,992.15
PO 4300355043 – Curriculum Manager			
11/30/12 – 12/31/13			
Temple University	\$0.00	\$1,199,624.08	\$1,199,624.08
PO 4300384430 – Continuing Education			
10/1/13 – 9/30/15			
Alutiq Diversified Services LLC	\$0.00	\$49,858.60	\$49,858.60
PO 4300394057 – Curriculum Manager			
1/1/14 – 12/31/14			
Reimbursements to Counties	\$493,782.05	\$0.00	\$493,782.05
TOTAL EXPENDITURES AND COMMITMENTS DECEMBER 31, 2013	<u>\$1,938,411.13</u>	<u>\$12,814,351.32</u>	<u>\$14,752,762.45</u>
BALANCE AT DECEMBER 31, 2013 *			<u>\$4,048,681.16</u>

*Includes estimated fee collections through June 30, 2014

2013: The Year in Review

Since its inception, the Board has trained and certified 5,494 deputy sheriffs through basic training and has renewed the certification of all deputies through its biennial continuing education program. In 2013, it was the 29th year of deputy sheriffs' training administered by the Board and the Pennsylvania Commission on Crime and Delinquency (PCCD), under the provisions of Act 1984-2, the Deputy Sheriffs' Education and Training Act.

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. During that and subsequent basic and waiver programs, Pennsylvania State University, Eberly Campus, with feedback from Pennsylvania State University, 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 2014.

The passage of Act 1998-10 has provided a positive future for the Board's training programs. Specifically, it provided an increase in the surcharge collection, which is the sole source of funds supporting Board training, and provided the Board the opportunity to expand the hours allotted for training. Since the fall of 1998, the Board has proceeded with its plan for the development and implementation of expanded basic training under the capability provided by Act 10.

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 indicated, the accomplishments of the Board included the expansion of the Deputy Sheriffs' Basic Training Program. A further look into the future goals of the Board's training programs includes the continual enhancement of the curriculum and certification process, the integration of progressive Internet technology and the flexibility to meet the changing authority and needs of today's deputy sheriff. A review and update of the Basic, Continuing Education, and Supervisory Training Programs was conducted by Pennsylvania State University, Eberly Campus and is presented within the following pages.

DEPUTY SHERIFFS BY COUNTY: CERTIFIED VS. GRANDFATHERED

COUNTY	CERTIFIED	GRAND-FATHERED	TOTAL	COUNTY	CERTIFIED	GRAND-FATHERED	TOTAL
Adams	15	0	15	Juniata	8	0	8
Allegheny	151	1	152	Lackawanna	92	1	93
Armstrong	9	0	9	Lancaster	64	1	65
Beaver	47	1	48	Lawrence	17	0	17
Bedford	16	0	16	Lebanon	25	0	25
Berks	100	0	100	Lehigh	109	1	110
Blair	25	0	25	Luzerne	37	1	38
Bradford	9	0	9	Lycoming	12	0	12
Bucks	71	0	71	McKean	11	0	11
Butler	36	0	36	Mercer	16	0	16
Cambria	30	0	30	Mifflin	12	0	12
Cameron	4	0	4	Monroe	19	1	20
Carbon	14	0	14	Montgomery	107	0	107
Centre	29	0	29	Montour	9	0	9
Chester	68	1	69	Northampton	78	0	78
Clarion	16	0	16	Northumberland	7	0	7
Clearfield	11	1	12	Perry	10	0	10
Clinton	9	0	9	Philadelphia	231	3	234
Columbia	16	0	16	Pike	19	0	19
Crawford	10	0	10	Potter	2	0	2
Cumberland	31	0	31	Schuylkill	13	0	13
Dauphin	52	0	52	Snyder	9	0	9
Delaware	61	2	63	Somerset	14	0	14
Elk	12	0	12	Sullivan	8	0	8
Erie	35	0	35	Susquehanna	8	0	8
Fayette	5	0	5	Tioga	9	0	9
Forest	6	0	6	Union	11	0	11
Franklin	29	0	29	Venango	17	0	17
Fulton	5	0	5	Warren	13	0	13
Greene	9	0	9	Washington	43	0	43
Huntingdon	20	0	20	Wayne	12	0	12
Indiana	16	1	17	Westmoreland	79	0	79
Jefferson	17	0	17	Wyoming	11	0	11
				York	109	1	110
				TOTAL	2225*	16**	2241

* Number of certified deputies reported includes deputies certified as of 2013 and those scheduled for training in 2014.

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

TRAINING AND CERTIFICATION PROGRAMS

Basic Training

By the end of 2013, the Board and PCCD, in accordance with the provisions of Act 1984-2, had completed the 29th year of providing initial certification to newly hired deputies. To provide this initial certification, the Board has held 74 basic training classes and 79 waiver classes, certifying a total of 5,494 deputy sheriffs since 1985.

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 delivery of an expanded, 560-hour basic training program under the provisions of Act 1998-10, which provided a significant expansion of instruction in the basic training topics noted above and related topics. In 2003, basic training was expanded to its current 19-week, 760-hour level. In 2005, the Board also established minimum fitness standards for certification under the basic training program. The Board is currently finishing a two-year project to re-evaluate and update the current basic training program allowing for more problem, scenario based, and hands-on training. Additionally, students are required to complete a number of online courses to supplement their traditional training.

Waivers of basic training are issued for a limited class of 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. After 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 three 19-week basic training classes and five two-week waiver classes on a year-round basis. During 2013, 145 deputies successfully completed training: 39 in basic training and 106 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 were created for use in various scenario based trainings.

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

The Board, working with the Pennsylvania Department of Education, Division of Veterans/Military Education, has obtained recognition as an educational program under Title 38, United States Code, Section 3676 (GI Bill of Rights). This approval allows eligible deputy sheriffs who are also veterans, dependents of veterans, or National Guard and Reserve members to receive educational benefits for attendance at the Board's expanded basic or waiver training programs. Eligible deputies could qualify for tax-free benefits up to \$1,368 per month.

Continuing Education

As a means of re-certifying deputies, Act 1984-2 requires attendance of continuing education every two years. The Board has organized continuing education into two-year training cycles, with the training conducted in 16 locations across the Commonwealth during each cycle. During 2013, 891 deputies attended scheduled continuing education courses. The Board's continuing education training delivery contractor, Temple University's Department of Criminal Justice, provides the biennial training.

The 2011-2013 training cycle began in October 2011 and concluded in June 2013. The schedule offered two core curriculums including the following subjects: Module A, Legal Updates, Advanced Physical Security, Domestic Violence and Practical Searches and Restraints; and Module B, Legal Updates and Pennsylvania Special Threat Groups.

The 2013-2015 training cycle began in October 2013. The training includes the following subjects: Legal Updates, Enforcement of Money Judgments and Levies, Use of Force Report Writing, Deputy Safety, and Management of Aggressive Behavior.

Supervisory Training

The Board has long recognized the need for more advanced training for chief deputies and veteran deputies in supervisory positions. During 2013, the Board, through its continuing education training delivery contractor, Temple University, provided supervisory training to six supervisory deputies. A Basic Supervisory Skills course was offered, including Legal Updates.

Merit Courses

In addition to the training required by Act 1984-2, the Board identified a number of 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 a number of delivery methods, including online, and residential trainings would be utilized.

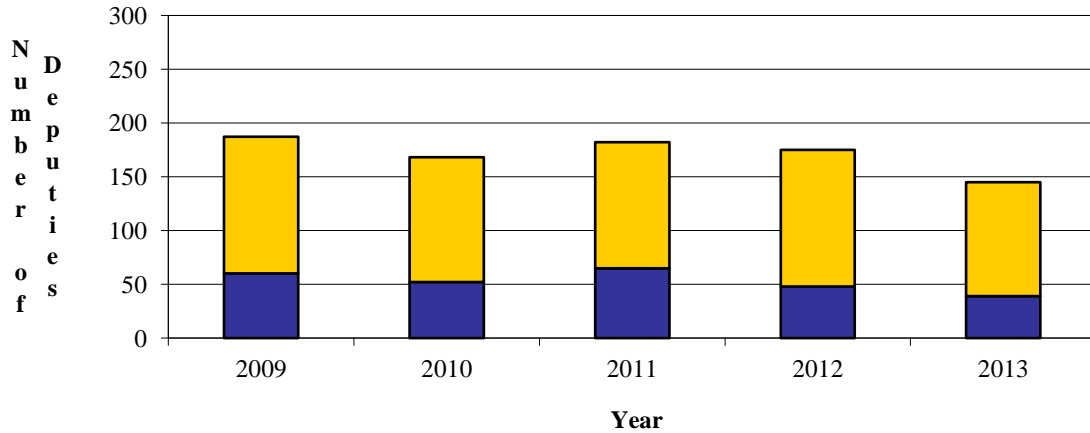
Temple University has offered Street Gangs, Sovereign Citizen Movement, Flying While Armed, and Legal Updates in an online format.

The Board also identified a need in some sheriffs' offices for an internal training capability. The Board developed a Train-The-Trainer program to assist sheriffs in establishing this capability. In 2013, two Basic Trainer courses were offered, with those graduates qualified to attend subsequent Basic Firearms Trainer and Patrol Rifle Trainer courses along with updates.

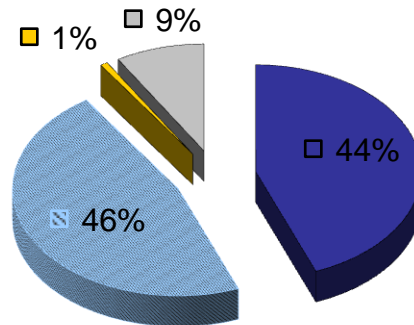
DEPUTY SHERIFF CERTIFICATIONS

Deputies Certified Per Year Through Basic And Waiver Training

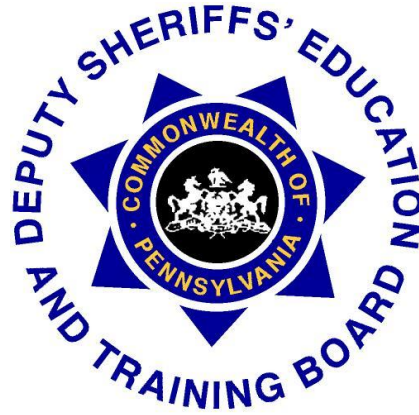
STATUS OF CURRENTLY EMPLOYED DEPUTIES By Method of Certification



■ Basic Training ■ Waiver Training



■ Basic Training ■ Waiver Training ■ Grandfathered ■ Pending



DEPUTY SHERIFFS' TRAINING BULLETINS

During 2013, the Board continued to issue its periodical newsletter, the Deputy Sheriffs' 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 deputy sheriffs' training programs of the Board are available on PCCD's web site at www.pccd.state.pa.us.

Number 119, January 2013

This bulletin announced the 2013 Train-the-Trainer Program Schedule.

Number 120, February 2013

This bulletin addressed recommendations for attaining success at the Basic Training Academy.

Number 121, February 2013

This bulletin announced the 2013 On-Line Distance Learning Courses.

Number 122, April 2013

This bulletin addressed the Training Reimbursement Procedures.

Number 123, June 2013

This bulletin announced the 2014 Basic Training Schedule.

Number 124, July 2013

This bulletin announced the 2013-2015 Continuing Education Training Schedule.

Number 125, December 2013

This bulletin announced the 2014 Train-the-Trainer Program Schedule.

Number 126, December 2013

This bulletin announced the 2014 Active Shooter Course Schedule.