



# NEWSLETTER

## Commission Membership

**Frank Noonan – Chairman**  
Commissioner, Pennsylvania State Police  
Dauphin County

**Anthony F. Boyle**  
Chief Inspector, Philadelphia P.D.  
Philadelphia County

**Bart E. Burne, Ed.D.**  
Law Enforcement Educator  
Luzerne County

**Barbara A. Butcher**  
Certified School Director  
Tioga County

**Lawrence M. Cherba, Esq.**  
Office of Attorney General  
Dauphin County

**Christopher J. Delozier**  
Noncommissioned Police Officer  
Dauphin County

**Kristen L. Denne**  
City Official  
Cambria County

**Vincent J. DiCenzo, Jr.**  
Chief, North Versailles Twp. P.D.  
Allegheny County

**Robert “Bo” Fean**  
Borough Official  
Pike County

**Stewart J. Greenleaf**  
Senate of Pennsylvania  
Montgomery County

**Joseph T. Hackett**  
PA House of Representatives  
Delaware County

**Mark E. Hall**  
Chief, Clarion Borough P.D.  
Clarion County

**Richard W. Long, Esq.**  
Representative, Public at Large  
Cumberland County

**Stephen L. Margeson**  
Chief, Carlisle Borough P.D.  
Cumberland County

**Todd E. Naylor**  
Noncommissioned Police Officer  
Allegheny County

**Keith R. Sadler**  
Chief, Lancaster City P.D.  
Lancaster County

**Ronald L. Stern**  
Dept. of Community & Economic Dev.  
Dauphin County

**Sonia M. Stopperich**  
Second Class Township Official  
Washington County

**Vacancy**  
First Class Township Official

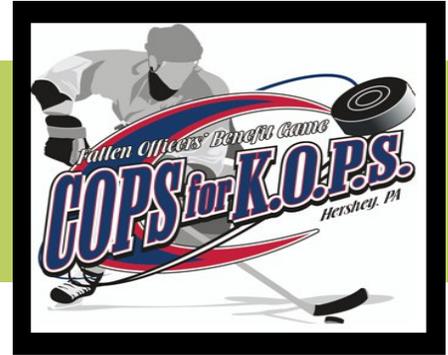
**Vacancy**  
FBI, Special Agent-In-Charge

## COPS for K.O.P.S.

by Chief Patrick M. O'Rourke, Sr., Derry Township Police Department

The COPS for K.O.P.S. Charity was established in 2006 by Patrick M. O'Rourke, Sr., Chief of Police of the Derry Township Police Department and is host to a benefit hockey game held annually at The Giant Center in Hershey. The impetus for starting the charity came as a result of the Line of Duty Death of P.S.P. Cpl. Joseph Pokorny, which occurred on December 12, 2005. In the spring of 2006, Chief O'Rourke played the bagpipes for the Annual PSP Memorial Ceremony at the State Police Academy in Hershey and had the opportunity to meet several members of the Pokorny family. Sending our fellow Law Enforcement Officers (LEOs) off in the most dignified manner is something Police Bagpipers take very serious and is considered a true honor, but it is also an opportunity we all hope never presents itself again as we move forward in our professional lives. With that being said, K.O.P.S. is an acronym for “Keep Our Pipers Silent”.

Each year, the pregame ceremonies begin with a moment of silence for our fallen officers, the Posting of the Colors, the National Anthem followed by a select group of bagpipers playing Amazing Grace. Surviving family members of our fallen officers return each year and are introduced on ice, as our support for them never diminishes. We always have a person of significance conduct the ceremonial puck drop



to start the game and last year, it came full circle as the son of Cpl. Pokorny, now Trooper Pokorny, dropped the puck in honor of his dad. This year, we were honored to have retired PSP Trooper and now, Honorable Judge Lawrence F. Clark, Jr., drop the puck. All of the proceeds generated from ticket sales, t-shirt sales, raffles, silent auctions and food and beverage sales are dispersed to the families and children left behind by our officers killed in the line of duty in the given calendar year of the game. Santa usually makes a stop to visit the children during the second period as well.

One hockey team is comprised of LEO's from New York City, Philadelphia City and Pittsburgh City Police Departments. The opposing team is comprised of LEO's from the Pa. State Police, local Law Enforcement, Probation and Parole, U.S. Postal Inspectors and the Federal Marshal's Office. Alumni players from the NHL, AHL and ECHL return each year to support the charity by playing in the game and for several years, the NHL has released famous NHL Referee, Paul Devorski to officiate the game. It is a great day every year and we invite everyone to join us as we continue to support the families of our fallen officers.

Donations may be sent to COPS for KOPS, c/o Chief Patrick M. O'Rourke, Sr., at 620 Clearwater Road, Hershey, Pa. 17033.



Goalie Vince Nowakowski, Philadelphia City PD, from game in August 2013.

<https://www.facebook.com/pages/Cops-for-KOPS-Charity-Hockey-Game/168676973165010>

# Highlights of the December Commission Meeting

Colonel Frank Noonan, Chairman, called the quarterly meeting of the Municipal Police Officers' Education and Training Commission (Commission) to order on December 5, 2013, at the Historic Hotel Bethlehem, Bethlehem, Pennsylvania.

The Commission approved the minutes from the previous meeting on September 19, 2013.

Major Douglas E. Grimes presented his Executive Director's report. The report consisted of the certification exams administered; inspections conducted at several police training academies, along with unannounced observations of several police training classes at various academies; course development committee meetings, as well as the East and West Instructor Training Workshops for the 2014 MIST Program; multiple professional standards interviews; and various other duties staff completed. In addition, Major Grimes attended the International Association of Chiefs of Police Conference, the Pennsylvania State Police Command Conference, and the Pennsylvania Chiefs of Police Association Training Committee meeting. Major Grimes also delivered the commencement address to the Mansfield University Police Academy graduation class in October. Lt. Stephen Kiessling attended Safety Field Representative training. Mr. Bill Kaiser presented a "Pathway to Aggression" course to the Pennsylvania State Association of Borough's Conference. Mr. Craig Hevalow attended an "Elderly Driver and Motorcycle Violation" course. Dr. E. Beverly Young testified at an arbitration hearing before the American Arbitration Association in Philadelphia.

Commissioner Bart Burne, Ed.D. presented the Executive Committee Report. Each Committee Chair gave their report. Colonel Frank Noonan read Commissioner Charles Horvat's letter of resignation from the Commission.

Commissioner Stephen Margeson presented the Training Committee Report. Two items required approval of the Commission. The first item is the establishment of the 2015 Mandatory In-Service Training Program course requirements. The courses are Legal Update; Civil Issues; Human Trafficking; and Drug Law Enforcement – Street, Synthetic and Prescription Drugs. The second item was the 2014 Mandatory In-Service Training Program Tuition rate, which remains at \$14.85 per officer for each of the four courses offered in 2014. The Commission voted to approve both items.

Commissioner Bart Burne, Ed.D. presented the Waiver Committee Report. The committee reviewed 137 full waivers and 78 basic applications. The Commission approved the full waivers and basic applications.

Commissioner Barbara Butcher presented the Instructor Certification Committee report. The committee reviewed 13 new instructor applications and only recommended that ten applications be approved. The committee also reviewed five amended instructor certifications. Of those, all were approved, except one due to missing documentation. The Commission approved the new and amended applications as reported.

Commissioner Lawrence Cherba presented the Rules and Regulations Committee Report. The committee recommended to the Commission, for approval, the preamble and proposed revisions and amendments to Title 37 PA Code Chapter 203, Subchapters A through G. Also, to authorize the Chairman of the Commission and the Executive Director to make all changes and revisions to the preamble and regulations as necessary, and to take all other steps required

by law, including signing all necessary paperwork, and submit it for review and final approval and publication. The Commission gave their approval.

Commissioner Richard Long presented the Professional Standards Committee report. Representative Joseph Hackett submitted a letter to the Commission requesting clarification on matters concerning the recertification process. MPOETC staff raised a matter regarding the role of the District Attorney in the recertification process. Staff will review the issue, decide on a course of action, and present it to the committee in the near future.

Since the Strategic Planning Committee was newly formed, Chairman Commissioner Ronald Stern stated that they would be meeting after the first of the year to create a mission statement and develop a plan of action.

Former Commission member Richard Sheetz was presented with a Letter of Appreciation and a plaque for his many years of service on the Commission.

The next Commission meeting will be March 11, 12, and 13, 2014, at Homewood Suites, Harrisburg, Pennsylvania.

The meeting was adjourned.



Governor Tom Corbett has appointed **Chief Mark Hall** of the Clarion Borough Police Department to the Commission. Chief Hall has 34 years of experience in law enforcement, including 23 years working in Allegheny County and the last 11 years, as Chief of Police, in Clarion. He is the current President of the Western PA Chiefs of Police Assoc. and the 3rd Vice-President of the PA Chiefs of Police Assoc. (PCPA).

## Act 120 School Inspections

by Trooper Paul Anderson, MPOETC

MPOETC has redesigned the annual inspection process at Commission certified schools. The inspection process is an independent review of the operational conditions of MPOETC certified schools and is used to ensure compliance with Commission regulations. Additionally, the process is designed to ensure uniformity and consistency within the training programs being delivered. Under the new inspection process, teams of three or more inspectors will participate in the inspection of a certified school. The results of the inspection will be documented on an Executive Summary and Comment Summary Report. These reports will be provided to the school director of the certified school that was inspected. The new process will provide for corrective action feedback from the school directors, and will attempt to identify "best practices" that can be shared throughout the program.

MPOETC looks forward to working with the certified schools to ensure a smooth transition to the new inspection process. The new inspection process was put into place in January 2014.

# Microsoft Excel 2010--Creating a Drop Down List

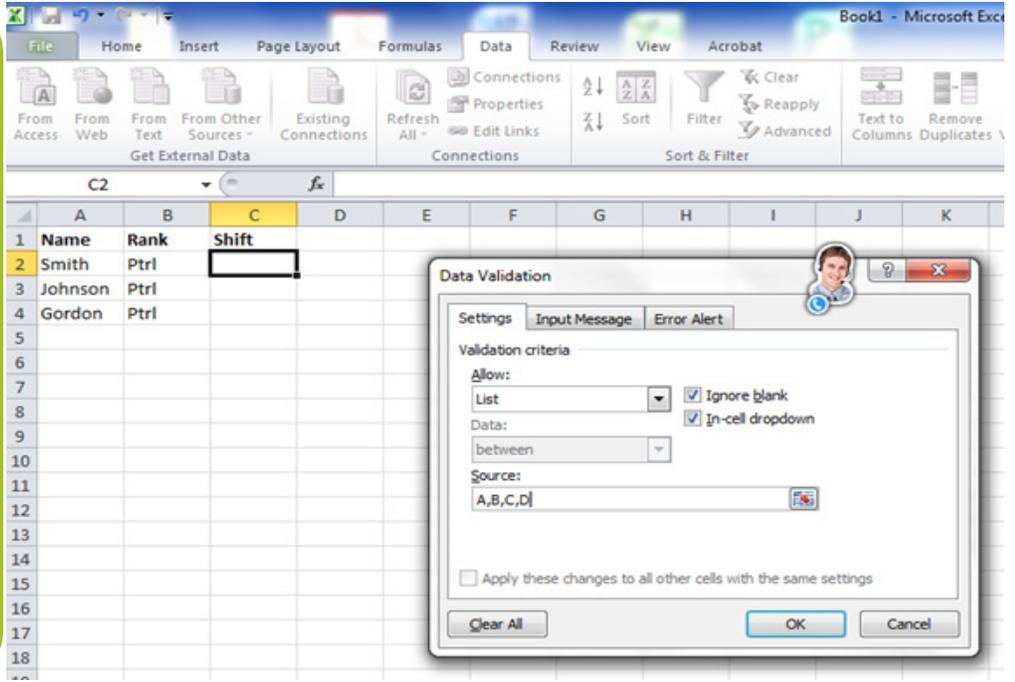
By David Davis, MPOETC

There are times when we need to create a drop down list to assist our spreadsheet users. You can create a drop down box with fixed choices that can be selected. In the example below, we want to add a shift to each officer; A, B, C, or D. To create the list, click on the Data tab. Next select the cell you want to put the data in (in this case, C2). While under the data tab, select Data Validation. A data validation window will appear. In the window for Allow, scroll down and select List. In the window for Source, enter A, B, C, D and Click OK. You will now see a downward arrow in the C2 cell. Users can now use the downward arrow to select the appropriate shift. Note when entering the source, each selection **must** be separated by a comma.

**COMPUTER LEARNING CENTER TRAINING SCHEDULE**

April - June 2014

4/03/2014	Introduction to Word
4/10/2014	Intermediate Word
4/17/2014	Introduction to Excel
4/24/2014	Intermediate Excel
5/01/2014	Introduction to Access
5/08/2014	Intermediate Access
5/15/2014	Intro to PowerPoint
5/29/2014	Interm. PowerPoint
6/05/2014	Intro to Excel
6/12/2014	Intro to PhotoShop
6/26/2014	Intro to Publisher



The office of the Municipal Police Officers' Education & Training Commission will be closed on the following date for the purpose of transacting public business:

**Memorial Day  
Monday, May 26, 2014**

Regular office hours are from 8:15 A.M. to 4:15 P.M. Monday through Friday.

## Information Regarding the March Commission Meeting

The next scheduled meeting of the Municipal Police Officers' Education and Training Commission is on March 11, 12, and 13, 2014, at Homewood Suites, 3990 TecPort Drive, Harrisburg, Pennsylvania 17111, phone (717) 909-4663. **Please note that the meetings scheduled for Tuesday, March 11, 2014 will be held at the Commission offices at 8002 Bretz Drive in Harrisburg, Pennsylvania 17112.**

For the committee meeting schedule and full Commission meeting time; please refer to the insert on this page. The Commission encourages attendance by police chiefs, law enforcement officers, police academy directors, instructors and other interested parties. If you have further questions concerning the meetings, please feel free to contact the Executive Director or Editor. You may also find information about the meetings, including a link to the hotel, by visiting our web site at [www.mpoetc.state.pa.us](http://www.mpoetc.state.pa.us), by first clicking on "About Us" and then on the "Quarterly Commission Meetings" link.

The Executive Committee will hear reports from all committees. In addition, the Executive Committee will also open the meeting to comments from the audience. If you would like to make a presentation to any committee, please contact the Executive Director in order to be placed on the agenda for the appropriate committee. This is your opportunity to have your concern or suggestion heard by the Commission.

**Schedule for the Next Quarterly Commission Meeting**

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**TUESDAY, March 11, 2014**

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11:00 AM	Waiver of Training Committee
2:30 PM	Training Committee
4:00 PM	Instructor Certification Committee

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**WEDNESDAY, March 12, 2014**

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9:00 AM	Strategic Planning Committee
1:00 PM	Rules and Regulations Committee
2:00 PM	Professional Standards Committee
3:00 PM	Executive Committee

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**THURSDAY, March 13, 2014**

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9:00 AM	Full Commission Meeting
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# Firearm Record of Sale System and Law Enforcement

by Trooper Paul Anderson, MPOETC

*Editor's Note: Most of this article is being reprinted from the December 2011 MPOETC Newsletter because it is an ongoing situation. However, it also contains important new information. According to the Pennsylvania State Police (PSP)-Bureau of Records and Identification, "the issue involves firearms being encountered by police officers in the field in non-arrest situations and firearms being seized after an FS ADM query reveal no record of 'ownership', since there are many reasons a legitimately owned firearm would not be in the database. According to PSP, they are not certain how widespread this practice is; however, they have encountered several situations recently and would like to get the word out as quickly and efficiently as possible."*

Law enforcement officers are often faced with the challenge of determining if a subject's firearm does, in fact, belong to them. This information is not as easily obtained as one might think. The firearm information that is available to Pennsylvania (PA) law enforcement entities through the CLEAN PORTALXL – QROS Form is based on information provided by licensed firearm dealers in Pennsylvania, for legal sales and transfers of handguns in this state. This information is provided to the Pennsylvania State Police (PSP) through the submission of the SP4-113 Application/Record of Sale (ROS), which is statutorily mandated to be completed for the legal sale or transfer of a handgun. Once received by PSP, the ROS data is entered into the system and used for several reasons to include, attempting to return a firearm to its lawful owner.

The biggest misconception about the ROS information is that it is a registry of all firearms. This is not the case. PA statute prohibits maintenance of a firearms registry. Further, the data housed in the ROS database does not include long guns, firearms that are brought into the state, and certain exempted transfers of handguns between individuals as stated below:

As an example, if a subject moves into PA from another state and he brings firearms with him, these firearms and the corresponding information would not be in the ROS database. Only if the subject transfers a firearm while in PA, and a ROS is completed, is the information then contained in the ROS database.

Transfers of handguns between spouses, parent and child or grandparent and grandchild do not require a ROS form to be completed. If a ROS form is not completed and is not provided to PSP, no information pertaining to that transfer will be available through a CLEAN PORTALXL – QROS Form query.

Many in law enforcement query a subject's firearm against the ROS system and confiscate it if the subject's name is not associated with the firearm. The confiscation of a firearm should never be solely based on a negative response to a firearm records query. The totality of the circumstances, to include your department's policies, should be taken into consideration when making a determination of whether confiscation is appropriate.

It should also be noted that PA law provides for loaning a firearm to an individual who has a license to carry a firearm issued in PA (see 18 Pa. C.S. §6115). Thus, in this circumstance, a subject who has a valid license to carry issued in PA can legally carry a handgun even if they do not own it.

Remember that the confiscating police department will assume all liability for the firearms taken into their custody.

Should you have any questions concerning this information please contact Trooper Wayne Ford, Supervisor, Firearm Administrative Section, at 717-346-3091.

## Staff News

Ms. Wendy Mason joined the Commission staff on February 24, 2014, as the Director of Certification & Administration. She transferred from the PA Office of Attorney General with 29 years of service. Her years of experience have been with Criminal Investigations which involved building and managing the agent's case investigation system, auditing evidence rooms, and numerous other projects. Her education includes an AA from HACC in Microcomputers. She lives in Dauphin County with her husband Joe, and son Lukas, who is a recent college graduate from East Stroudsburg University.

Ms. Vicki Cox, Clerk Typist 3, retired on January 3, 2014 after almost one year of service with the MPOETC Certification Unit. Her duties included processing Act 235 renewal applications, as well as assisting in the scheduling of applicants for the

Act 120 certification exam. Vicki spent most of her career working at the Pennsylvania State Police Academy. We wish her the best of luck in her retirement.

## Graduation Speaker

Dr. E Beverly Young, Director of Fiscal & Staff Services, MPOETC, was the graduation speaker at Temple University Police Academy on February 20, 2014. Dr. Young spoke on the topic, "Learning with a purpose, taking pride, and living up to expectations of professionalism in policing."

Dr. Young addressed the school director and cadets, asking them to acknowledge their commitment to professionalism by saying to the audience present, "I will serve and will never become too prideful to learn to maintain professionalism in order to bring about change."

Dr. E Beverly Young, Director of Fiscal & Staff Services, MPOETC, with the plaque awarded to her after delivering the commencement address.

Photo by William Kaiser, MPOETC



## New Agency Executives

<b>Chief Brian H. Biechy</b>	Lehighton Borough PD Carbon County	<b>Chief Matthew D. Siple</b>	Emporium Borough PD Cameron County
<b>Chief Jason L. Bowen</b>	Knox Borough PD Clarion County	<b>Police Commissioner Richard G. Southerton</b>	Honesdale Borough PD Wayne County
<b>Chief Brand L. Briggs</b>	Liberty Township PD Adams County	<b>Chief Anthony J. Struss</b>	Coopersburg Borough PD Lehigh County
<b>Chief Ronald J. Brown</b>	Butler City PD Butler County	<b>Chief Mark E. Talbot Sr.</b>	Norristown Borough PD Montgomery County
<b>Chief Joseph M. Catov Jr.</b>	West Whiteland Township PD Chester County	<b>Chief Michael S. Tesore</b>	Millcreek Township PD Erie County
<b>Chief Doug Cole</b>	Monroeville PD Allegheny County	<b>Chief Roger F. Van Loan</b>	Bloomsburg PD Columbia County
<b>Chief Mark A. DiLuzio</b>	Bethlehem City PD Northampton County	<b>Chief Thomas J. Wargo</b>	Carroll Township PD York County
<b>Chief Daniel M. Donegan</b>	Lansdowne Borough PD Delaware County	<b>Chief Jeffrey M. Williams</b>	Delaware Water Gap Borough PD Monroe County
<b>Chief Scott D. Felchock</b>	Bangor Borough PD Northampton County	<b>Chief Richard F. Wojciechowsky</b>	Pottsville City PD Schuylkill County
<b>Chief Brian J. Finnerty</b>	Pleasant Hills Borough PD Allegheny County		
<b>Chief Mark J. Gwozdz</b>	Roseto Borough PD Northampton County		
<b>Chief Steven F. Hillias</b>	Perkasie PD Bucks County		
<b>Chief Bryan Hills</b>	Colwyn Borough PD Delaware County		
<b>Chief Keith G. Kibler</b>	Lock Haven City PD Clinton County		
<b>Chief Kristoffer M. Korol</b>	Bell Acres Borough PD Allegheny County		
<b>Chief Michael J. Krzywicki</b>	Kingston Borough PD Luzerne County		
<b>Chief Joshua J. Laidacker</b>	Catawissa Borough PD Columbia County		
<b>Chief Ronald A. LaRotonda</b>	DuBois City PD Clearfield County		
<b>Chief Alex H. Levy</b>	North Wales Borough PD Montgomery County		
<b>Chief Julio F. Medeiros III</b>	Springdale Borough PD Allegheny County		
<b>Chief Mark C. O'Hearn</b>	Ashland Borough PD Schuylkill County		
<b>Chief John D. Saranchuk</b>	Jackson Township PD Luzerne County		
<b>Chief William S. Schlichter</b>	Western Berks Regional PD Berks County		



Former Commission member, Richard A. Sheetz, Jr. (left) receives a plaque and Letter of Appreciation from Col. Frank Noonan at the December Commission meeting in Bethlehem. Mr. Sheetz represented the Attorney General on the Commission from 1996-2013. The Commission members and staff wish you the best in retirement and thank you for all of your help over the years.

Photo by Lt. Stephen Kiessling, MPOETC



## Areas of Responsibility and Contact Information for Commission Staff

You may contact a member of the Commission staff using the e-mail link or telephone number to one of the sections listed.

### ADMINISTRATION

#### Executive Director, Administrative and Clerical Support

e-mail: [mpocommissioners@pa.gov](mailto:mpocommissioners@pa.gov)  
 Telephone: (717) 346-4086  
 Toll-free in Pa.: 1-800-342-0858  
 Fax: (717) 346-7781 or (717) 346-7782

### CERTIFICATION

#### Act 120 Applications and Certification, Act 120 Instructor Application and Certification, Law Enforcement Arrest Powers

e-mail: [mpocertification@pa.gov](mailto:mpocertification@pa.gov)  
 Telephone: (717) 346-4086  
 Fax: (717) 346-7781 or (717) 346-7782

### TRAINING

#### Basic Training Curriculum, Mandatory In-Service Training, Basic and Advanced Instructor Training, School Inspections, Retired Law Enforcement Identification Act

e-mail: [mpotraining@pa.gov](mailto:mpotraining@pa.gov)  
 Telephone: (717) 346-4086  
 Fax: (717) 346-7781 or (717) 346-7782

### STAFF SERVICES & PROFESSIONAL STANDARDS

#### Regulatory Compliance, Fiscal, Procurement, Facility Management, Computer Learning Center

e-mail: [mpostandards@pa.gov](mailto:mpostandards@pa.gov)  
 Telephone: (717) 346-4086  
 Fax: (717) 346-7781 or (717) 346-7782



Detective Thomas Horan of the Westmoreland County District Attorney's Office delivering instructor training at Central Instructor Training, December 2013.

Photo by William Kaiser, MPOETC



Lieutenant Thomas Clarkson of the Philadelphia Police Advanced Training Unit delivering instructor training at Central Instructor Training, December 2013.

Photo by William Kaiser, MPOETC

Questions, comments and information for inclusion in the *Newsletter* are always welcome. This is your opportunity to submit your concerns or suggestions to the Commission. To do so, please contact Major Douglas E. Grimes, Executive Director, or the Editor, Mr. Rudy M. Grubesky, by calling toll-free at (800) 342-0858. The Commission e-mail address is [mpocommissioners@pa.gov](mailto:mpocommissioners@pa.gov). You may also write to:

**M.P.O.E.T.C. Newsletter**  
**Municipal Police Officers'**  
**Education & Training Commission**  
 8002 Bretz Drive  
 Harrisburg, PA 17112-9748

The Municipal Police Officers' Education & Training Commission was established in 1974 to set hiring and training standards for police departments in the Commonwealth of Pennsylvania through strict certification procedures and standardized basic and continuing professional in-service training for police officers. The Commission needs the support of the entire law enforcement community, state and local government officials, and the general public to be successful. Please circulate this Newsletter throughout your agency and to the government officials in your municipality.