

**Pennsylvania Chiefs of Police Association
Pennsylvania Law Enforcement Accreditation Commission**

**Regular Commission Meeting
January 25, 2024**

Call to Order

The Regular Commission Meeting of the Pennsylvania Law Enforcement Accreditation Commission was called to order on Thursday, January 25, 2024, at 10:33 a.m. at the Sheraton Harrisburg Hershey Hotel, Harrisburg, PA. Chief Benson presided.

Members Present

Coordinator Adams, Chairman Benson, Executive Director Bohn, Vice-Chairman Cortazzo, Assistant Feaser, Chief Haberman, Chief Hettinger, AM Ketchem, Chief Kitzinger, Chief Lash, Chief Lauth, Esquire Lavery, Corporal Madrak, Sergeant Ross, Chief Scalzo, Chief Sokoloski, Chief Splain, Chief Steffan, Chief Swartz

Chief Bergmann, Captain Crone, Chief Daly, Chief Ficco, Chief Hendershot and Chief Wagner were absent.

Approval of Minutes

Chief Hettinger made a motion to accept the minutes of the October 26, 2023, Regular Commission Meeting. Chief Cortazzo seconded the motion. All agreed.

Introduction of Guests

Also present were representatives from the following agencies: Chief Ramon Welkom, VP for Facilities Stacy Wagner, Officer Jeff Bachinger, Sergeant Robert Neiderhiser, Bloomsburg University; Chief Chad Martin, Lieutenant Joseph Bunty, Hanover Borough; Chief Joseph Bartorilla, Lieutenant Aileen Parker, Middletown Township; Assistant Chief Deputy Heather Green, Barry Hozier, Office of Attorney General; Chief Andrew Winters, Palmyra Borough; Chief Joseph Greenwalt, Sergeant Ryan Kushner, Assistant AM Berenice Jauregui, Southern Chester County Regional

Assessment Reports for Consent Agenda

Annville Township Police Department
Bloomsburg University Police Department
Lower Makefield Township Police Department
Middletown Township Police Department
Southern Chester County Regional Police Department
York City Police Department

On a motion by AM Ketchem, seconded by Chief Haberman, the consent agenda was approved, and all agencies granted Accredited Status for an additional 3-year period. Chief Sokoloski abstained from Bloomsburg recommendation for reaccreditation.

Assessment Reports

Hanover Borough Review – Presented by Assessment Team Member Michellene Conte

On a motion by Chief Hettinger, seconded by John Ross, Hanover Borough Police Department was granted accredited status. All agreed.

Chief Hettinger praised the department for the work they have done to improve their department and meet the PLEAC standards. Chief Welkom thanked the commission and the assessment team for their assistance in helping them achieve accreditation.

Committee Reports

Assessment Committee

Committee member Cortazzo had no report for the commission to review.

Standards Committee

Committee Member Madrak discussed proposed changes to the Standards Manual. Standards 1.5.2 and 1.2.6 had revisions made to both narratives. Chapter 1 section 9 will be changed to “Employee Performance and Development” with standards 1.9.1, 1.9.2, and 1.9.3 being added. The PA Office of Attorney General has requested a waiver for 3.3.1, 3.3.2, and 3.3.3; it is the Standards Committee’s recommendation to grant the waiver.

On a motion by Chief Lash, seconded by Sergeant Ross, the Standards Manual changes were adopted, and the PA Office of Attorney General waiver is granted. Chief Kitzinger abstained from PA Office of Attorney General waiver.

Administrative Committee

Committee Chairman Hettinger presented Annville Township Police Department’s request for Transitional Accreditation Status as they merge their department with Palmyra Borough’s police department.

Chief Andrew Winters of Palmyra Borough discussed the merger. Palmyra will adopt most of Annville’s policies and will start training their officers on accreditation standards as soon as they are granted access by PowerDMS.

On a motion by Chief Hettinger, seconded by Corporal Madrak, Annville Township Police Department was granted Transitional Accreditation Status. All agreed.

Strategic Planning Committee

Committee Member Scalzo discussed the Strategic Planning Committee’s intent to create a roadmap for newly enrolled agencies.

Coordinator's Report

Coordinator Adams discussed the granting of Annville Township Police Department's extension request, West Shore Regional Police Department's withdraw from accreditation program, and 19th Annual PLEAC Conference registrations. He also discussed the updates on DOJ Credentialing. Per the DOJ, they are not requiring an agency to be credentialed to receive grant money; however, agencies that are credentialed will receive priority. Currently there is no credentialing program set up, but they are working on designating one entity in a state to be the credentialing body.

Old Business

Old business details were discussed in the Standards Committee report.

New Business

Appointments

Chairman and Vice-Chairman for the Commission were up for reelection. For Chairman, Chief Benson was nominated by Chief Sokoloski with Chief Hettinger seconding the nomination. After three queries with no objections or other nominations, a motion was made by Chief Hettinger and seconded by Corporal Madrak to close election of Chairman. All agreed.

For the election of Vice-Chairman, Chief Cortazzo was nominated by Chief Haberman with Corporal Madrak seconding the nomination. After three queries with no objections or other nominations, a motion was made by Chief Hettinger and seconded by Chief Swartz to close election of Vice-Chairman. All agreed.

Five members on the Commission were up for reappointment: Captain Crone, Chief Hettinger, Chief Kitzinger, Chief Molloy, and Chief Wagner. Upon resignation from the Commission, Chief Molloy will be replaced by Chief Splain. Chief Wagner's seat is a Northeast seat and will remain vacant until an appointment is received. The other three members were reappointed to continue serving on the Commission. On a motion by Chief Lauth, seconded by Sergeant Ross, the four appointments were approved. All agreed.

PowerDMS Licenses

Coordinator Adams brought to the attention of the Commission the issue of who should receive a PowerDMS license to view PLEAC's site. Accredited agencies must pay an enrolling fee and annual dues to keep their license. However, consultants who are not associated with an agency do not have to pay dues. It was discussed whether or not a consultant should pay dues for a license or if the department they represent should give them a department email.

Corporal Madrak proposed each consultant receives a license for their consultant work (whether or not they are associated with a police department). They should use their

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personal email and not their department email. Consultants should be charged as they are not employed by PCPA. This, however, does not apply to retired assessors as they are working for PCPA. Chief Hettinger agreed with this proposal.

Chief Cortazzo suggested that a department list who requires a licenses on their annual report to ensure only people who need licenses have them.

Esquire Lavery advised notes be added to the Administrative Manual to address this.

Chairman Benson assigned the subject matter to the Administrative Committee for further discussion and for a recommendation to be presented at the April meeting.

For the Good of the Order

Chairman Benson read letter from Chief Molloy in which he thanked the board for allowing him to serve and regrets that he is unable to continue being a commission member.

Chief Swartz asked for a moment of silence to remember the passing of Chief Tom Rudzinski.

Chief Steffon asked for a moment of silence to remember the passing of Chief Bernie Dugan.

AM Ketchem announced he is resigning from the Commission as he will no longer be with the Pennsylvania State Police.

Date of Next Meeting

The next Commission Meeting will be held on April 25, 2024, at 10:30 a.m. at the Sheraton, Harrisburg-Hershey Hotel.

Adjournment

At 12:53 p.m., a motion was made by Chief Hettinger to adjourn, seconded by Corporal Madrak. All agreed.

Respectfully submitted,

Sara N. Feaser

Sara N. Feaser, Administrative Assistant
Pennsylvania Chiefs of Police Association