**Meeting Date & Time**: Thursday Mar. 28th, 2024 10:00 AM – 12:00 PM

**Meeting Location**: via Microsoft Teams

**Voting Members Present**: M. Akerlind, R. Currier, E. Duplissis, M. Murano, P. Sokolowski

**Voting Members Absent:** K. Chapman

**Others in attendance**: K. Hawkins, C. Brickell, N. Stewart, K. McManus, J. Williams

**Note:** Meeting started in Public Session, no members of the public present

**Call to Order**: Meeting called to order at 10:02AM by M. Akerlind.

**Addition / Deletions to Agenda**:

* Addition by M. Akerlind: Level II Certified UOF Instructors teaching Level III curriculum.
* Addition by J. Williams: VPA Firearms Instructor Certification Course

**Meeting Minutes**: Meeting minutes for Feb. 9, 2021 reviewed. Motion by to approve by N. Stewart, second by M. Akerlind. All in favor.

**Discussion Notes:**

* **UOF Committee Role(s)**
	+ Remain as a “committee”, rather than “working group”.
	+ Reviewing & updating current/future VPA UOF curriculum.
	+ Potential UOFS member(s) to serve as representatives to legislature.
	+ Level II vs. Level III UOF curriculum: requirements, standards, etc.
* **Level II UOF**
	+ Broad concerns with UOF training disparities between Level II & Level III initial certification.
	+ Suggestion of eliminating the “agency level initial training” in favor of mandated VPA-hosted initial certification.
	+ Concern echoed for Level II vs. Level III firearms initial training/qualification.
	+ Committee consensus & recommendation that the Level II UOF initial certification is moved to “VPA only”, agency initial cert eliminated.
* **UOF Instructor Classifications**
	+ “VPA Instructor Cadre” vs. “Agency In-service Instructor”
	+ Purpose: Ensuring that UOF instructors that teach initial certification courses at VPA have consistent expectations, qualifications, competence & experience.
	+ Recommendation that all “VPA UOF Instructor Cadre” are Level III certified.
	+ Identification of instructor qualifications, (re)certification requirements, etc..
	+ Ensuring that instructor competency is prioritized with regard to being directly involved with VPA UOF instruction.
* **Future Committee Membership**
	+ Committee membership at the discretion (appointed) by the Executive Director.
		- UOFS can recommend, ED will appoint.
	+ Committee to “gauge interest” by contacting current UOF instructors and soliciting interest via letter of intro, resume, letter of intent.
* **Meeting Schedule**
	+ Regular meetings set for the last Friday of every month @ 1000 until further notice.
* **VPA Firearms Instructor Course**
	+ Scheduling the currently VPA-sanctioned FA Instructor School.
	+ VPA-Sanctioned FA Instructor rating vs. “Other” FA Ins. Rating (i.e. Sig Sauer Academy).
		- Risk vs. Reward of expanding “acceptable” FA instructor qualifications.
	+ UOFS ability to issue waivers to non-VPA FA Instructors complicated by the wide range of available courses/training/certifications.
	+ Possible VPA FA Instructor Course to be offered 10/2024.

**Public Comment/Discussion**: No members of the public present.

**Next Meeting:** April 26th, 2024 @ 10:00am

**Motion to Adjourn**: Motion made by at E. Duplissis, meeting adjourned at 11:12am.