



Let's Work Together To Create Legal Authority

DONATIONS AND DONATED FIREARMS were identified in the last newsletter as “a very gray legal area in hunter education.” WDFW staff are now asking all instructors to join us in developing a framework and crafting specific legal authority to resolve these issues in the 2009 legislative session.

Comments received from instructors on our draft policies were few in number, but the depth of feelings shared was clearly one of great concern. We heard you!

WDFW Enforcement Chief Bruce Bjork has authorized hunter education division staff to work with both the Hunter Education Resource Organization (HERO) and Washington Hunter Education Instructors' Association (WHEIA), as well as with individual instructors. Although the legislature won't convene until January, it is important to have a unified package ready by mid-to-late fall in order to line up potential legislative sponsors.

WDFW staff will initially meet with the board members of both HERO and WHEIA. In addition, all interested instructors are invited to a meeting August 2nd in Ephrata (details in Field Notes, page 3) to explore the issues and provide input on an approach that will best serve instructors in the years ahead.

The heart of the issue is the absence of a state law specifically authorizing instructors to accept donations of cash, firearms, etc.

While actual wording or specific elements of proposed legislation can't be known until staff and instructors complete their work, there are at least three possible approaches:

- ◆ Revise the current hunter education statute (77.32.155) and provide specific authority for instructors to receive cash and material donations.
- ◆ Establish a uniform course fee statewide, with the majority of the fee returned to teaching teams. “Reserved” money from the fee would cover costs for indigent students, insuring that everyone has access to hunter education.
- ◆ Combine elements or a revised hunter education statute with a uniform course fee (both listed above).

Note that the above three elements are merely starting points for brainstorming and discussion—not goal posts to strive for!

The most important thing to remember is that WDFW, too, is looking for an effective solution to guide us for the future.

Submit THMFSA Nominees By November 31

ONCE AGAIN it's time to solicit nominations for the Terry Hoffer Memorial Firearm Safety Award (THMFSA). Please submit recommendations by 11/31.

The THMFSA is named in honor Fish and Wildlife Officer Terry Hoffer, who

died in the line of duty as a result of a gunshot wound inflicted by a careless hunter. The award recognizes excellence in hunter education training.

Staff review all nominations, with final selection made by a panel including instructors and officers.

The award recipient receives a firearm (valued up to the maximum amount of the award), a plaque and a “traveling trophy.” All nominations must be in writing. No special nomination form is required.

Inside this issue:

HERO / WHEIA News	2
Field Notes	3
Hunter Education Online Changes	4
From The Desk Of Lt. Crown	5
Hunter Education Supply Notes	6

Dates To Remember

- August 2 – Ephrata, Legislative Ideas Meeting
- November 31 – THMFSA Nominations Due
- December 31 – Chief Instructor Course Reports

Important Contacts

- Olympia: 1-800-215-1979
- Chuck Ray: 1-800-468-5006
- E-mail: huntered@dfw.wa.gov
- Blog: <http://hunter-education.blogspot.com>

Online Registration

OTHER STATES have been moving to an online student registration process, and Washington State hopes to join the pack with an application that benefits both hunter education instructors and students. There are several different approaches and vendors, each offering a slightly different twist. Regardless of whose model is *adapted*—not adopted—the Washington version we eventually develop will offer:

- ⇒ Instructor flexibility. Instructors will have an opportunity to post classes, provide class-specific details, include special requirements (e.g., live-firing), conveniently log student performance data, and effortlessly submit data to the hunter education division. Online registration will *eliminate* bubble forms!
- ⇒ Student responsibility. Students will register for classes, provide all biographical data (e.g., name, address, etc.) electronically—again, eliminating the need for in-class bubble form registration. There shouldn't be any problems with names or addresses when students (or parents) complete registration at home.
- ⇒ Speed / Cost savings. Upon completion of a hunter education class, instructors will simply need to click check boxes for student performance. A final click of the mouse will automatically submit data to the hunter education division, virtually eliminating the need for postage and envelopes. Students who successfully complete hunter education training will be able to download a one-time hunter education certificate allowing them to immediately purchase a hunting license from their favorite local license vendor. (NOTE: We hope we can also design a system application that is integrated with the WILD license system, but that ultimately depends on cost and vendor selected for the project.)
- ⇒ Efficiency. Each student currently receives a hunter education certificate individually mailed with a letter and an evaluation form. Automated e-mail responses can shave postage and mailing costs—offering savings of more than \$5,000 a year!—while also decreasing staff labor (involved in printing, stuffing and mailing cards and certificates).

Hunter education division staff do not have a specific development timeline in place because so much will depend upon project costs. However, we do have several technically competent hunter education instructors who have agreed to serve on a committee to help brainstorm and evaluate project ideas.

Updated information will be added to the web log (<http://hunter-education.blogspot.com>) as it develops, so please check the blog periodically for updates.

Stay tuned....

H.E.R.O. Corner

Finally! H.E.R.O. has been recognized by the Internal Revenue Service under section 501 c (3) of the Internal Revenue Service Code! It's taken us longer than we thought but the process is now officially over. Thanks to all instructors for their support over the past two years.

We are now in a position to purchase resources for hunter education instructors who are members of H.E.R.O.

Membership dues are valid from July 1 – June 30 on a yearly basis. Anyone paying dues now before July 1 will have their membership run until June 30, 2009.

Dues are \$10 per year. Please send dues by check to:

H.E.R.O.
P.O. Box 1904
Richland, Washington 99352-6304

Best wishes to all instructors for a safe, enjoyable summer!

W.H.E.I.A. CORNER

As president, I want to thank all of the volunteers that helped in the Tri-Cities at the Second Annual Youth Expo.

Clare Cranston's volunteers provided great assistance all four days. Thanks also to the members of H.E.R.O. for their assistance.

As hot as it was at the Youth Expo, nobody complained and there was plenty of water to drink and food to eat. I really appreciate the help, the effort and the positive attitude of everybody that helped out. You all deserve a huge pat on the back!

Thank you very much Chuck Ray for your help and understanding in getting things done!

For further information about WHEIA, please contact:

Harold Costa	(360) 425-9648
Rich Mason	(509) 929-7563
Lyle Lewis	(425) 432-0366
Joe Ford	(509) 872-3030

Field Notes: News, Views And More....

Remember

Policy: Instructors charging a fee of more than \$5 per student are required to get approval in writing in advance! This policy applies to every instructor and every team.

Mark August 2nd in your meeting calendar if you'd like to help decide on the best legislative options to pursue to authorize instructor donations of cash and material. The Public Works meeting room in Ephrata is our meeting location and we'll provide some type of boxed lunch for participants. The meeting will start at 11:00 a.m. and conclude no later than 3:00 p.m. to insure most instructors can get there and back within the same day.

Details will be sent to all those that R. S.V.P. Mik or Jan in Olympia.

One firearm from the hunter education inventory remains unaccounted for and once again we're asking every instructor to double-check their firearms inventory by July 30 to see whether they may have the 20-gauge Mossberg identified below:

<u>Inventory Tag #</u>	<u>Serial Number</u>
FW014300	R786068

Please notify Mik at the Olympia office if you have (or know about) this shotgun.

Do you have an e-mail address? We're planning to migrate from paper to e-mail for much of our communications—including future issues of the IHEA *Journal*. We'll need your e-mail address, in case you haven't already provided it. Before the end of this year, the IHEA *Journal* will only be available via e-mail. Eventually, we want this newsletter to be e-mail, too.

Naturally, instructors ask "Why the change?" One simple word of response—*Money!*—should be easy enough for all of us to understand. The last *Journal* and newsletter averaged \$1.68 per address, for a one-time mail bill of more than \$1,600. Multiply that

figure by four or five, throw in some paper and printing costs and you can quickly see how we can promote sustainability, reduce paper usage and spend about \$10,000 *more* on students and instructors—not paper and postage. Thanks for your help in facilitating this transition!

The Skagit Hunter Education Team featured their Shotgun Trivia teaching tip in the most recent issue of the IHEA *Journal*. The team's roster is too big to list here, but congrats go to all!

Annette Crews, Washington Bowhunter Education Chair, announced a great rate on either of two bowhunter magazines—both of which also provide financial support for the National Bowhunter Education Foundation. For very special pricing of \$10 each certified instructors can subscribe to either *Bowhunter* or *Peterson's Bowhunting*. Subscribe online at <http://www.nbef.org> and click on either block button at the bottom of the page.

Discount offers—such as the one listed above—for hunter education instructors *are* considered legal and ethical in circumstances where the organization making the offer is providing the offer to an entire class of individuals. For example, there are 75,000 or so hunter education and bowhunter education instructors nationwide and the offer from *Bowhunter* and *Peterson's* is to all certified instructors. If the same offer were made only to Annette because of her position as Washington Bowhunter Education Chair, the offer would run afoul of current legal and ethical rules governing state employees.

Yes, this is another reason to think about attending the August 2nd meeting!

The **Capitol City Rifle & Pistol** hunter education teaching team recently drafted up an excellent document to help prepare younger students for hunter education classes. A copy of their earliest draft is enclosed with this newsletter, but they have already revised it. Nevertheless, the enclosed draft lets you see their intent. Got ideas or teaching tips to share?

Please send them to the hunter education division staff in Olympia....Thanks!

JAN's Corner

Ken is continuing to recover and is now back at work. Both of us want to thank you all again for your thoughtfulness!

Records are now starting to pour into the hunter education office.

Although most records look quite good, some common patterns of mistakes are emerging, including:

- ◇ "Incomplete" records are not included. Be sure to submit records for all students who enrolled in your classes but did not complete the course.
- ◇ Students use their physical addresses—not their mailing addresses. The address on the bubble form determines where the students card is mailed. Be sure to remind students to use only their mailing addresses.
- ◇ Sloppy records with many erasures or lots of "stray" marks. My scanner literally stops every time there are two marks in one column. Whether it's poor erasing or multiple marks, the scanning process becomes painfully slow. If a record looks sloppy, please have the students fill out a completely new bubble form.
- ◇ Live-firing box is not checked. It doesn't matter whether a student has passed, failed or is incomplete—the live-firing box in the student performance section must be checked for every bubble form submitted. If you don't do it, I have to! Have a safe and happy summer. Respectfully, Jan

Hunter Education Online Now Requires Practical Field Exercises

THE ONLINE HUNTER EDUCATION program changed substantially in May of this year.

You can e-stop by <http://www.hunter-ed.com/wa/index.htm> to view the materials and the new approach.

There are a number of significant changes for all instructors to know, including:

- ◇ Chuck Ray, Ephrata office, has assumed principal responsibility for the online program. Previously Dan Boes coordinated the program from the Olympia office. Please direct all future questions to Chuck.
- ◇ Only certified hunter education instructors who follow the new online standards and evaluation process are authorized to evaluate and certify students enrolled in the online program. Do ***not*** allow online students in your hunter education classes unless you have first received approval from Chuck. We have already disappointed several students and instructors by telling them their work doesn't count!
- ◇ The "older" online standards for shooting *proficiency* with a shotgun and rifle have been eliminated, as have the "older" standards for shooting range reports, essay questions, etc.
- ◇ Online students must now pre-register for and successfully complete a classroom/range evaluation session consisting of a minimum of four hours. If you or your teaching team are interested in assisting or would like to conduct these sessions, please contact Chuck directly in Ephrata. More than 50 sessions have been scheduled statewide, and you can view the current listing at http://wdfw.wa.gov/enf/huntered/homestudy_eval.htm
- ◇ A 15-question quiz is required of all students who take the classroom/range evaluation session. A minimum passing score of 80% (12 or more correct questions) is required for students to take the class.
- ◇ Documentation for online students is not the same as for "traditional" students.

The online hunter education program is still very new—but it's been attracting about 1,000 students per year. The restrictive requirements in the "older" online program served as a barrier for many interested students in completing the online course. The new requirements—very similar in design to the Paradigm Shift option currently available to all instructors—incorporate certified instructors into the evaluation process and should help improve successful student completion rates.

Instructor Evaluation Process To Change In July

LAST YEAR at this time we reintroduced the instructor evaluation process to all hunter education instructors. Conducted since July 2007 by fellow instructors Judy Littlefield, Larry Lufkin and Dan McLean, the renewed evaluation program relied upon the collective experience of Judy, Larry and Dan to identify strengths and weaknesses in hunter education classes. They used a matrix ranking ten performance categories that ranged from classroom management and instructor preparation to program policies and skills handling. Their goal since the beginning has been to provide an objective analysis that can benefit students, instructors and the overall hunter education program.

Judy, Larry and Dan have done quality professional-level work—just ask any team that has had the opportunity to participate in the evaluation process. Their instructor-centered approach, their careful observations and their detailed report-writing provided an excellent springboard to relaunch the long-dormant evaluation program. We all owe Judy, Larry and Dan our thanks for undertaking this huge task.

Beginning July 2008, Chuck Ray and Dan Boes will take over the reigns of the instructor evaluation process. Chuck and Dan will be working with chief instructors over the next several months to develop a agreed-upon evaluation format and process that builds upon the work of Judy, Larry and Dan. Whether or not you are a chief instructor, be sure to provide Chuck and Dan with your insights and suggestions to help improve our instructor evaluation process.

From The Desk Of Lt. Crown: Protect Integrity Of Test Process

"INTEGRITY" is a word that every hunter education instructor understands well. According to the Oxford English Dictionary, the word originated from the Latin word *integritas*, which translates into wholeness, entireness or completeness.

A common definition of the word today implies something in an original state or an uncorrupted condition. When applied in a moral sense, it connotes freedom from moral corruption. Instructor integrity is an important element in the success of today's hunter education program.

An unusual situation in a recent hunter education gave me pause to think about the word "integrity" in another, equally important hunter education context: Testing.

Testing integrity—carefully controlling test keys and answers to avoid compromising the written exam—is another crucial hunter education responsibility. Just like personal integrity, testing integrity is almost impossible to regain once it has been compromised.

Mik Mikitik informs us that a student in an April hunter education class almost walked away with a completed hunter education answer sheet. The student had just failed the written exam in class and knew he would be

returning for another class. The benefit to him escaping class with a completed answer sheet is painfully obvious. Fortunately, an attentive instructor grabbed it first.

What makes this story unique is that in a subsequent class in May, the same student failed the written exam a second time—and almost managed to walk away with a completed answer sheet once again. Thankfully, alert instructors prevented the test from making it to the streets.

Test administration in hunter education demands the same instructor alertness and carefully scripted procedures as used in a live-firing exercise. Attentive eyes and detailed testing policies can prevent loss of tests and answer sheets—just as vigilant instructor range supervision will prevent an errant round from causing an injury incident.

A simple way to eliminate potential theft of testing materials is make sure that students receive only one test booklet and one answer sheet *and* they return their answer sheet inside their test booklet for instructors to grade. Testing integrity also helps promote student integrity.

Thank you all for your integrity and support!

Please Submit Logo WDFW Shirt Orders By August 1

MORE AND MORE HUNTER EDUCATION INSTRUCTORS are now wearing the same WDFW long-sleeved and WDFW polo shirts worn by Dan Boes and Chuck Ray. Well, that's because those instructors with shirts paid for the shirts themselves!

WDFW has approved instructors' use of agency logo shirts as hunter education uniform items. Naturally, any such use is restricted to appropriate venues (e.g., classes, sports shows, fairs, and meetings, etc.).

To simplify the ordering process, hunter education division now order pre-paid shirts only two times per year. We typically order shirts in January and July.

If you wish to purchase either the button-down long-sleeved shirt (with embroidered WDFW logo) or the short-sleeved polo shirt (with embroidered WDFW logo) we must

have your check in the Olympia office by 5:00 p.m. August 1. Any checks received after that date will be held until the next order deadline in January 2009.

All shirts are produced to order, and there may be more than a three month delay between the order deadline and the actual receipt of the shirts. Please be patient! The prices and shirt sizes are in the table above.

Checks should be made payable to WDFW / HED Suspense Account. Include a note indicating size, color and quantity required. Send checks to the hunter educa-

Style (with logo)	Size	Color	Cost
Polo shirt	S, M, L, XL	Khaki or green	11.50
	XXL	Khaki or green	13.50
Long-sleeve	S, M, L, XL	Khaki or green	21.75
	XXL	Khaki or green	23.75

tion office in Olympia..

Sizes beyond XXL are available, for an additional \$2.50 more than the cost shown above.

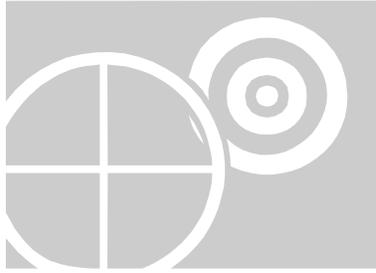
Include your name, shirt style, size and quantity and colors ordered. Please print legibly and include your check.

Hunter Education Supply Notes From The Warehouse

*By John Wisner
Hunter Education Team*

INSTRUCTOR SUPPLY REQUESTS are generally straight-forward and easy for me to complete. The following items reflect instructor issues and questions that have cropped up over the past few months:

- ⇒ Written supply orders. Please be sure to submit your supply request orders in writing. Mail or fax orders work equally well, as does e-mail (wisnejlw@dfw.wa.gov)
- ⇒ Remember the color! Now that we have four different student tests, be sure to tell me which color tests and answer sheets you prefer.



- ⇒ Three videos or DVDs. The guideline for use of videos and DVDs is three per class. Work directly with your coordinator (Chuck or Dan) if you want to use more than 3.
- ⇒ Contact phone number. Please be sure to leave a daytime contact phone number in case of questions.
- ⇒ Physical address needed. Our preferred shipping method is via UPS, which provides both insurance and tracking capabili-

- ties standard. Unless you make prior arrangements directly with me, including a P.O. box only slows everything down.
- ⇒ Ammunition and firearms. Generally speaking, I cannot ship firearms without a signed FFL on file. Also, as a result of tightened UPS rules, I cannot ship anything but quantities of ammunition to anybody. Instructors who require large amounts of ammo should work directly with their coordinators (again, Chuck or Dan).
 - ⇒ Returning videos and DVDs. Please return both a.s.a.p after your use so that other instructors are not disappointed.
- I'm always open to suggestions on how to provide better service, so call, fax or e-mail me your ideas!

THE WASHINGTON DEPARTMENT OF FISH AND WILDLIFE

Hunter Education Program
600 Capitol Way North
Olympia, Washington
98501-1091

Online learning now available at www.hunter-ed.com/wa/

Email: huntered@dfw.wa.gov
Blog: <http://hunter-education.blogspot.com>

"Safety First"

**We're on the Web at
wdfw.wa.gov**