



# Draft Policies: Donations And Donated Firearms

DONATIONS AND DONATED FIREARMS represent a very gray legal area in hunter education. Hunter education instructors are legally considered state employees—and there may not be sufficient—indeed, any—legal authority authorizing instructors to accept donations of cash or firearms for training classes.

The following two **draft** policies have been developed to provide the necessary checks and balances until clear, bright legal lines are drawn around the issue of donated cash and/or firearms.

**Donated Firearms Inventory:** Chief instructors will maintain detailed records for all donated firearms used for hunter education purposes. Donated firearms include those purchased directly using monetary hunter education donations; firearms purchased using “pass through” grant monies obtained exclusively for hunter education purposes from 501 c organizations; firearms obtained under special manufacture offered pricing programs predicated upon use by instructors exclusively for hunter education purposes (personal funds should not be used for such hunter education purposes); and those firearms donated outright for hunter education purposes. Records will include make, model, caliber/gauge, se-

rial number, and operating condition. These teaching team records will be kept in the field and may be reviewed by the department.

**Donations, Use Of:** Chief instructors should maintain detailed records of all monetary donations received and how such funds are subsequently used. A total count of money received should be verified by two adults on occasions when monetary donations are accepted. It is suggested that teaching teams establish a special checking account or establish a checking account through a sponsoring 501 c nonprofit organization to facilitate record keeping. These teaching team records should be kept in the field and may be reviewed by the department.

We’re inviting comment on these **drafts**, which are designed to help protect instructors and the hunter education program. Please share any thoughts in writing .

Chief Bruce Bjork, Enforcement Program, understands the sensitivity of these **drafts** and is awaiting AG advice on both the legal and ethical implications for all of us.

## Calling For Advisory Committee Members

THE SHOOTING RANGE PUBLIC ADVISORY COMMITTEE (PAC) program is looking for new members.

Applications are available from Olympia hunter education staff and the application deadline is June 2. Individuals selected as

PAC members will review and score shooting range grant applications. A one-day training session will be held in June to provide new members an overview of the grant program, discuss scoring procedures, etc.

PAC members annually review grant requests and

forward recommendations to WDFW. Agency staff independently rank and score grants before recommending individual range applications to U.S. Fish and Wildlife Service for federal funding.

### Inside this issue:

Inventory Update	2
Field Notes	3
Future IST Options	4
2008 PST Schedules	5
Selecting The THMFSA Recipient	6

### Dates To Remember

- May 9 – 10, Custer PST
- May 30 – 31, Walla Walla PST
- June 20 – 21, Chelan/Kitsap In-Service Trainings

### Important Contacts

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

# Inventory Update

THANKS TO ALL hunter education instructors for assisting WDFW staff in tracking down “missing” hunter education inventory items. As expected, most of the items weren’t really “missing”—although staff also couldn’t satisfactorily explain where the inventory items were at the time the inventory was conducted.

In most cases, the issue was simply incomplete paperwork, although in several others it was directly related to improper identification of the inventory item (e.g., one missing “adult rifle” turned out to be part of the Laser Shot system). Three Mossberg 20-gauge pump shotguns currently remain unaccounted for, including the following inventory tag/serial number items:

<u>Agency Inventory Tag #</u>	<u>Serial Number</u>
FW014300	R786068
FW014302	R786088
FW014303	R786064

If you or your teaching team have WDFW Mossberg 20-gauge shotguns assigned for use, please double-check both the inventory and tag numbers to confirm that you do not have one of the above guns. Please contact John Wisner or Mik Mikitik in Olympia if you do have one or more of these firearms.

As noted above, incomplete paperwork was generally the culprit with our inventory woes. To try and prevent similar inventory problems in the years ahead staff has developed a new spreadsheet reporting tool. Providing that we conscientiously use the new tool with each inventory transfer, we should be able to track hunter education items easily and consistently.

As a reminder, instructors with WDFW-assigned inventory should never transfer inventory items to other instructors without completing—and keeping copies of—the required transfer forms.

## W.H.E.I.A. Jamboree

*The annual Jamboree* for the Washington Hunter Education Instructors’ Association will be June 27 – June 29. (NOTE: This is a change in dates and a correction from previous correspondence showing the dates as June 21-23.)

The 2008 Jamboree will be at the Wenas Campground in Yakima County, a few miles northeast of Wenas Lake on North Wenas Road. For further directions, contact:

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

This is a dry camp, so remember to bring a water supply!

Also, be sure to bring your favorite shooting iron for fun. Joe and Lyle are conspiring to put on another Cowboy Shoot, and Rich is planning on a .22 rimfire chicken shoot and shotgun turkey shoot.

Saturday night features a spaghetti potluck, and last names A-J should bring a hot dish, K-Q a salad, and R-Z a dessert.

## TEACHING TIPS

Try these useful ideas in your upcoming classes:

- ◆ Jerry Johnson, Douglas County, offers two tips this month: Consider using a “shell pile” intermixing a large variety of cartridges for students to select from when practicing loading/unloading. The large number of different size cartridges immediately reminds students that they have to match the cartridge to the firearm and it is a quick, practical test. Another idea Jerry uses is two blank strips of paper issued to each student at the beginning of class. Jerry instructs students to write their own definition of conservation and preservation on each slip and use them as book marks throughout his class.
- ◆ Corey Larson, Thurston County, also offers a pair of ideas: A simple rope—picked up and held by two students—immediately becomes a moveable fence for field course work. His second tip uses a duck mounted on a stick—which he parades around his classroom when discussing zones of fire. All students quickly get involved to reinforce the zone concept.

*If you have a teaching tip you want to share with fellow instructors, please e-mail to [mikitikjm@dfw.wa.gov](mailto:mikitikjm@dfw.wa.gov)*

# 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.**

**Grant applications** for shooting range development are now available online. Although no final budget amount has been established for 2008, WDFW typically provides funding for both small-scale (less than \$5,000) and large-scale (up to \$25,000) projects. Range grant applications are due by June 30.

**The 2008 Hunting Seasons & Rules** pamphlet is also online now at the agency web site.

Please remember that the hunter education division does not ship hunting pamphlets to instructors. Pamphlets are available directly from local license vendors.

**The Washington Game Warden Association** now offers a discounted associate membership to hunter education instructors. For a \$30 annual membership, associate members receive subscriptions to both the Washington Game Warden and the International Game Warden magazines.

If you have seen the Washington Game Warden, you already know that it is packed with interesting and useful information. An application form is enclosed with this newsletter, if you are interested.

**Sgt. Russ Mullins and Fish and Wildlife Officer Ryan Valentine** teamed up to produce a PowerPoint presentation about the role of the Fish and Wildlife Officer. The CD is a great template as is, or it can be customized by you and your local Fish and Wildlife Officers to address pertinent local issues in your hunter education classes.

Chief instructors who didn't pick up a copy at the Yakima In Service Training can contact a local Fish and Wildlife Officer and request a copy. Since we are

trying to cement the relations between local officers and area chief instructors, copies are only available through Fish and Wildlife Officers.

The new **Poaching Hotline** number is 877-WDFW-TIP (877-933-9847). The old number still appears on dated publications, but this number is now in effect.

**A new Hunter Education Policy Book** is enclosed with this newsletter for those certified hunter education instructors who did not attend the Yakima In-Service Training (IST). Instructors who were in Yakima received their mini-books as part of the IST.

• **Special incentive hunt permit winners** were also selected at the Yakima IST. A total of 25 hunter education instructor incentive permits are available—the same as in 2007. For a complete list of the winning names, please go to the hunter education blog at <http://hunter-education.blogspot.com>

**The Master Hunter Open Enrollment** period closed April 16 this year. No new applications will be accepted for the remainder of 2008.

Please remind interested individuals that the next open enrollment period for the Master Hunter program will be January 1 – March 31, 2009.

### **Revision for mini-policy manual:**

The section on Hearing and Vision Impaired Students should read:

Hearing-impaired students who cannot read lips and who may not have a family member or friend who can sign for them during class may request an interpreter from the Department or may enroll in the Home Study Program. Services contracted by the person with a disability will not be reimbursed.

**Do you have an e-mail address?** We're hoping 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 provided it. Thanks!

## **JAN's Corner**

Ken & I would like to thank everyone for the thoughtfulness you have shown us in our time of crisis. The cards and notes are very much appreciated. Ken was diagnosed with Pericarditis, which is an inflammation of the heart. I had to leave the IST training early on Saturday morning and come home. Ken is now recovering well and is back to work. I'm sorry I missed you all at the IST.

A friendly reminder: Busy season is fast approaching. I am now getting about one or two cards returned each day due to incorrect addresses and 80% of calls, in regards to certificates, are due to wrong date of birth. Please have the students take a little more time filling in the bubbles on the form, and have the parent / student check for errors before signing them. There are late nights, some weekends, and a lot of commitment on the part of the students, and it's hard for me to hear about the disappointment when students receive cards with an error (s) / if they arrive at all.

Instructors have remarked to me how frustrating it is to go through the "phone tree" in order to reach a hunter education staff member. Please feel free to contact us on my direct line at (360) 902-8112.

I want to thank you for all that you do. Your dedication to the program is very much appreciated.

Have a safe and happy summer.  
Respectfully, Jan

# DRAFT Ideas Regarding Mandatory Chief Instructor Meetings

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BY MIKE KUTTEL,

*Hunter Education Operations Coordinator*

THE IN-SERVICE TRAINING program will be discontinued in 2009.

Chief Bruce Bjork recognizes the value of both improved communications directly with all chief instructors, and of routine recognition of volunteers for the outstanding service they provide on behalf of the department. He has asked staff to develop options for consideration that will achieve both goals within budget and staffing constraints. The following proposals have been drafted by staff for implementation:

1. Mandatory chief instructor communication and coordination sessions will begin in 2009.

Dan will conduct an optional pilot in July / August in Sumner and Chuck will hold an optional pilot in July / August in Spokane. Part of the agenda for 2008 will be to generate feedback on how to conduct the programs for 2009 – 2010. The pilot programs will double as planning/input sessions for interested chief instructors. Topics for the pilots may include:

Enforcement message	Teaching team evaluations/expectations/standards
Forms/policies	Online program

It is anticipated in 2009 that less formal meeting will occur in those areas of the state with low numbers of chief instructors, perhaps with evening sessions hosted at a residence or local sportsman's club. More formal sessions will occur when large numbers of chief instructors are involved in close proximity, likely on Saturdays. We will try to keep the sessions to no more than 3 – 4 hours in length.

Local enforcement officers will be expected to attend all meetings.

The objective will be to make such mandatory meetings as cost and time effective as possible while focusing on priority discussion topics and training.

It is anticipated that perhaps 30 such meetings will be held statewide.

2. A number of options are under consideration to not only continue the process of providing routine recognition for instructors, but also to further enhance that opportunity, perhaps through more inclusion of spouses.

- o Have corporate sponsors—perhaps organizations such as Cabela's—provide assistance to offset the overall costs.

- o Have mandatory chief instructor meetings for two years, then suspend them every third year and hold an optional attendance Central Recognition/Awards Banquet/BBQ for all Instructors, that includes spouses.

- o Have mandatory chief instructor meetings for two years, then suspend them every third year and hold two optional attendance Recognition/Awards Banquet/BBQs for all instructors that includes spouses. One would be held on the west side and one on the east side.

- o Have mandatory chief instructor meetings each year, and also have an optional attendance Central Recognition/Awards Banquet/BBQ for all Instructors, that include spouses. Partial sponsorship by WHEIA/HERO and/or outdoor businesses would be pursued.

- o Have mandatory chief instructor meetings each year, and also hold two optional attendance Recognition/Awards Banquet/BBQs for all instructors, that include spouses. One would be held on the west side and one on the east side. Partial sponsorship by WHEIA/HERO and/or outdoor businesses would be pursued.

- o Other instructor ideas and options are welcomed.

With the escalation of the price of fuel and the potential for reductions in agency funding in the next biennium, we should be very conservative in laying out our future plans. We want to emphasize the importance of connecting with chief instructors while also showing appreciation for the work of all instructors.

## From The Desk Of Lt. Crown: Recognizing Your Work

HUNTER EDUCATION INSTRUCTORS contribute almost 40,000 hours of volunteer effort each year. Using a figure of 2,080 hours (52 weeks x 40 hours per week) per person-year, that translates into the rough equivalent effort of 19 full time staff workers. Calculating an average figure of \$45,000 per full time worker—including salary and benefits—your collective efforts equate to more than \$850,000 in hunter education benefits for the state.

Given the limited financial resources in hunter education it can be very challenging to thank instructors for such continued service in a meaningful way. Certificates recognizing hunter education years of service and service pin awards are two small tokens of our appreciation.

During the past few years both the legislature and the fish and wildlife commission addressed the importance of (non-monetary) instructor recognition by offering special hunter education instructor incentive permits. Special hunting opportunities for deer, elk or turkey are now reserved for a limited number of instructors. The opportunities range from special, added time afield to bonus animals, depending upon the permit.

Earlier this year, the fish and wildlife commission reserved 50 multiseason deer permits and 25 multiseason elk permits exclusively for hunter education instructors. Although these particular permits are not available *free* to instructors, they offer the unique opportunity for instructors to hunt one species (depending upon permit awarded) with archery, modern firearm and muzzleloading gear.

Our efforts in saying “Thank You” to instructors have always focused on recognition—not reward. Hunter education is a public service that truly merits widespread recognition. The state can never reward or pay instructors for their service—just as most instructors would not even consider asking for any payment for their hunter education activities.

Sometimes our efforts at providing instructor recognition miss the mark. In Yakima, for example, one instructor politely returned the coffee mug we sent him last December, decrying the fact it was made in China. He understood that we searched for small, affordable tokens but noted that a simple “Thank You” was sufficient.

## Register Now For 2008 Pre-Service Training Classes

PRE-SERVICE TRAINING (PST) is a requirement for new instructor applicants.

Please note that all new instructors are required to attend a training session prior to certification.

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May 9 – 10	Custer
May 30 – 31	Walla Walla
June 20 – 21	Chelan
	Kitsap TBA
July 18 – 19	Spokane

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*There is no exception—every new instructor is required to successfully complete the PST prior to certification.*

Signing up for a PST training is painless process. Simply check the PST training dates, decide which location and dates best meet your schedule and provide Chuck Ray (eastern Washington) or Dan Boes (western Washington) with your name, telephone number, your preferred PST training dates and you're done!

Registration for all PST's must be made

*at least seven days in advance* of the scheduled training dates. All attendees receive and study materials in advance to prepare for the PST. There is pre-class work required and, therefore, we actively discourage last-minute registration.

PST enrollments are limited.

Once a PST location has reached its maximum enrollment, registration will be closed for that location. In simple English, that means first-come, first-served.

A minimum number of new applicants per location is required to conduct a PST program. If we have too few applicants for a given location, we may cancel that training session. All participants will be notified in advance in event of cancellation.

As always, contact Chuck Ray (eastern Washington) or Dan Boes (western Washington) if you have any questions.

***PST Results Are Positive!***

The PST Program is designed specifically for new instructors, although experienced instructors are always welcome to attend, space permitting. Participant comments on the post-training evaluation forms offer one useful measure to judge success, and those comments are uniformly very positive.

The PST training program—much like any well-planned hunter education student class—derives much of its success from student-centered learning activities. Whether the topic is lesson planning or hunter education policies and procedures, participants are actively involved as much as possible.

The 10-hour training program covers a lot of ground in a compact time frame, but it definitely hits the mark when it comes to preparing instructors for their responsibilities inside hunter education classes. Why not try it?

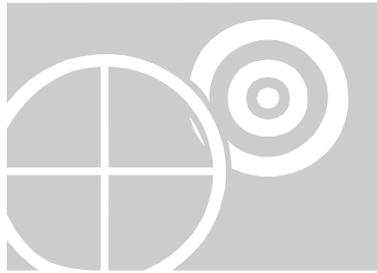
# Selecting The Terry Hoffer Memorial Award Recipient

*By Instructor Lyle Lewis  
King County / W.H.E.I.A.*

THIS YEAR'S TERRY HOFFER MEMORIAL FIREARMS SAFETY AWARD (THMFSA) recipient is Larry Stansbury, Spokane County. Congratulations Larry!

This prestigious award is named in honor of Fish and Wildlife Officer Terry Hoffer, who was killed while on duty in 1984 by a negligent hunter.

For 2008 the THMFSA winner was selected via a new process. Nominees were chosen from names submitted by fellow instructors and/or by the staff. Then the hunter education staff had the task of selecting three finalists from the nearly one



dozen nominees under consideration.

A separate three-person committee—comprised of one member from the Game Warden's Association (GWA), one from the Washington Hunter Education Instructors' Association and one past recipient of the THMFSA—was charged with making the final selection. Each representative on the committee received a scoring matrix and a

brief profile about the anonymous nominees.

Next a meeting was scheduled in Lt. Crown's office with Mik Mikitik, myself, Tom Higgins (via phone), a GWA representative and Dan Boes and Chuck Ray (both via phone). Mik, Chuck and Dan were only present to answer questions about the anonymous nominees. After discussion, we voted, totaled the scores and selected Larry.

All involved in this year's selection process remarked that it is extremely equitable and fair. Interestingly, only one point separated each of the three THMFSA finalists this year! We all liked the new process and

## THE WASHINGTON DEPARTMENT OF FISH AND WILDLIFE

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Online learning now available at [www.hunter-ed.com/wa/](http://www.hunter-ed.com/wa/)

Email: [huntered@dfw.wa.gov](mailto:huntered@dfw.wa.gov)  
Blog: <http://hunter-education.blogspot.com>

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