

1 Draft Minutes
2 Scientific Advisory Committee
3 Toxicology Subcommittee
4 May 12, 2015
5 Department of Forensic Science, Classroom 1
6

7 **Subcommittee Members Present**
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9 Randall E. Beaty
10 Leslie E. Edinboro, Ph.D.
11 Jo Ann Given
12 Richard P. Meyers
13 Alphonse Poklis, Ph.D., Chair
14

15 **Staff Members Present**
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17 David A. Barron, Ph.D., Deputy Director
18 Amy Curtis, Department Counsel
19 Alka B. Lohmann, Director of Technical Services
20 M. Scott Maye, Chemistry Program Manager
21 Carisa Studer, Legal Assistant
22 Becky L. Wagner, Ph.D., Research Analyst
23

24 **Call to Order**
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26 Dr. Alphonse Poklis, Subcommittee Chair, called the meeting to order at approximately 9:05
27 a.m.
28

29 **Adoption of Agenda**
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31 The Chair asked if there were any additions or changes to the draft agenda for the meeting. Being
32 none, Mr. Meyers moved to adopt the agenda, which was seconded by Ms. Given, and adopted
33 by unanimous vote of the Subcommittee.
34

35 **Adoption of Minutes**
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37 The Chair asked if there were any changes or corrections to the draft minutes from the October
38 14, 2014 meeting. Mr. Meyers noted that his name was misspelled on line 12 of the draft
39 minutes. Ms. Given moved to adopt the minutes from the October 14, 2014 meeting with the
40 correction on line 12, which was seconded by Dr. Edinboro, and adopted by unanimous vote of
41 the Subcommittee.
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43 **Discussion of Toxicology Procedures Manual**
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45 The members of the Subcommittee were provided a copy of the Virginia Department of Forensic
46 Science's (DFS or the Department) Toxicology Procedures Manual in advance of the meeting

1 and asked to review the new HPLC/MS/MS procedures appearing in Section 33 (Amphetamines)
2 and Section 34 (Anti-Epileptic Drugs).
3

4 Dr. Poklis led a discussion between the Subcommittee members and DFS staff regarding these
5 procedures. The Subcommittee had questions about the process used to come up with the
6 procedures, and Dr. Wagner was able to provide technical answers. Dr. Poklis and Dr. Edinboro
7 provided comments and made suggestions to DFS staff for consideration for changes and
8 improvements to the new HPLC/MS/MS procedures.
9

10 DFS staff advised that it would review the Subcommittee's suggestions and revise the
11 procedures as needed.
12

13 The Subcommittee agreed that no further review was needed for the Toxicology Procedures
14 Manual.
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16 Dr. David Barron, Deputy Director, thanked the Subcommittee for taking time to review the
17 Procedures Manual, and for providing feedback and suggestions. Dr. Poklis also thanked the
18 subcommittee members for their service and time spent reviewing the Procedures Manual.
19

20 **Public Comment**

21
22 No public comment.
23

24 **Adjournment**

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26 There are no future meetings of the Toxicology Subcommittee scheduled at this time.
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28 The Chair asked if there was a motion to adjourn. Ms. Given moved that the meeting of the
29 Toxicology Subcommittee be adjourned, which was seconded by Mr. Meyers, and passed by
30 unanimous vote.
31

32 The meeting adjourned at 9:40 a.m.
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