

45 Chairman St. Clair asked if there were any additions or changes to the draft agenda for the
46 meeting. Being none, Ms. Given moved to adopt the agenda, which was seconded by Mr. Zercie
47 and adopted by unanimous vote of the Committee.
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49 **Adoption of Minutes**

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51 Chairman St. Clair asked if there were any changes or corrections to the draft minutes from the
52 October 9, 2012 meeting. Being none, Ms. Given moved to adopt the minutes of the October 9,
53 2012 meeting, which was seconded by Dr. Poklis and adopted by unanimous vote of the
54 Committee.
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56 **Chair's Report**

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58 Chairman St. Clair welcomed the Committee members and introduced Linda Jackson as the new
59 Director of the Virginia Department of Forensic Science ("the Department or DFS"). Chairman
60 St. Clair also introduced Dr. David Barron as the new Deputy Director of the Department; he
61 was formerly the Director of Technical Services. The Committee members and DFS staff
62 introduced themselves as well. Chairman St. Clair announced that at the recent meeting of the
63 American Society of Crime Lab Directors (ASCLD), Dr. Barron was elected as Vice-Chair and
64 Sabrina Cillessen was elected to the Board.
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66 **DFS Director's Report**

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68 Director Linda Jackson updated the Committee on the leadership changes in the Department
69 since the last Committee meeting. Alka Lohmann has accepted the position of Director of
70 Technical Services; she was formerly the Calibration and Training Program Manager. The
71 Calibration and Training Program Manager and Chemistry Program Manager positions are
72 currently in recruitment. The Chemistry Program Manager position has interviews scheduled,
73 and the Department is awaiting approval to post the Calibration and Training Program Manager
74 Position.
75

76 The Secretary of Public Safety has directed Public Safety agencies to develop new strategic
77 goals. Director Jackson gave an overview of DFS's four basic strategic priorities. The first
78 priority is timeliness. The Department is working on this goal by decentralizing the DUID
79 toxicology cases. DFS has already seen a decrease in the number of hours that Toxicologists are
80 spending out of the lab for court travel and appearances. The second priority is case
81 documentation. The Department has begun the process of electronically creating latent print
82 examinations reports. The Latent Prints Section will be able to examine cases using video on-
83 screen comparisons. The third priority is external communications. The Departments plans to
84 redesign its website to update it and make it more user-friendly. Also, customer satisfaction
85 surveys will be developed using online technology rather than continuing paper survey forms via
86 the mail. The fourth and final priority is staff training. DFS will begin meeting this goal by
87 offering at least eight hours of scientific training each calendar year to the Department's
88 scientific staff.
89

90 Regarding facilities, Director Jackson described the laboratory space renovations in each of the
91 Department's regional laboratories. The Western Laboratory was built in 1994 and has out
92 grown its space. DFS has received approval for expansion and planning money is in the budget.
93 The Eastern Laboratory's ongoing multiphase expansion continues. The Toxicology lab there
94 will relocate to new space in June. The Central Laboratory is currently undergoing an expansion
95 needs and feasibility study.

96
97 Director Jackson provided an overview of the Department's budget. She outlined the general
98 fund, federal funds, and total funds in this year's budget. Director Jackson reported that DFS is
99 authorized for a total of 310 staff positions. Currently there are 269 positions filled and 13
100 positions in recruit.

101
102 Director Jackson reported that the Department purchased, validated and will soon be using a new
103 Immunoassay instrument for automated screening tests to be used in the Toxicology section.
104 The new instrument will help the amount of personnel time used in screening tests and it will
105 allow for more up front screenings to be done. Also a new Laser Induced Breakdown
106 Spectroscopy (LIBS) instrument has been purchased for elemental analysis. It will be used in the
107 Western Laboratory. Training for the new LIBS instrument is planned for June.

108
109 The Department has purchased a new Laboratory Information Management System (LIMS).
110 The contract was awarded to the Porter Lee Corporation for their The Crime Fighter BEAST
111 (Bar-coded Evidence Analysis Statistical Tracking) system. The BEAST is a LIMS specifically
112 designed for forensic crime laboratories and medical examiners. Configuration of the system
113 allows the LIMS to reach into every section of the lab as well as linking the lab to submitting
114 agencies. The Department expects the new LIMS to go live by March 2014.

115
116 Mr. Meyers inquired as to why the Department is moving away from the current LIMS and
117 purchasing a new one. Director Jackson explained the history of the system. The company that
118 made the program for the current LIMS system has upgraded its new product as paperless. DFS
119 was also looking to go paperless. So, the Department went through the Request for Procurement
120 (RFP) process. The bid for the contract was awarded to Porter Lee. There was discussion about
121 how the new LIMS system would work. Director Jackson explained that the OCME would not
122 be on the same system but they would have log-in capability as a user agency. The Courts
123 system is a separate entity and would not be able to communicate with DFS's LIMS.

124
125 Director Jackson provided an overview on the status of grants that the Department is receiving.
126 The *Paul Coverdell Forensic Science Improvement Program* has decreased over the past three
127 years and the President's FY2014 budget has \$0 allocated. This is the only grant the Department
128 uses for disciplines other than Forensic Biology.

129
130 Regarding the 30-60-90-120 day workload summary report, Director Jackson summarized
131 average days in the lab system for cases in several different sections. Since the *Melendez-Diaz*
132 decision the Department has had to change the way it conducts its business. DFS has
133 encouraged Courts to set DUI days in their jurisdictions. This will help reduce the number of
134 hours that examiners are spending outside of the lab. Also, the Department has seen a change in

135 the types of drug submissions. In 2008, DFS was receiving 170 different types of drugs. In
136 2012, the Department received 212 different drugs.

137
138 Director Jackson gave an overview of the 2013 General Assembly session. There were two bills
139 passed that prohibit synthetic cannabinoids and research chemicals. HB 1941 by Delegate
140 Garrett was emergency legislation that went into effect on March 13, 2013. SB 1083 by Senator
141 Herring did not have an emergency clause, was used to prohibit additional substances by
142 Governor's amendments to the Reconvened Session. It will go into effect July 1, 2013. Other
143 legislation amended the statute relating to the manufacture of methamphetamines.

144
145 Chairman St. Clair inquired about Virginia's penalties for violation of the synthetic cannabinoids
146 statute. Ms. Jackson explained that information was shared with the Virginia State Crime
147 Commission (VSCC) on the amount of work that is required for analysis of drugs like marijuana
148 and the nature of these substances. The Department does not give opinions on penalties but will
149 provide information to the VSCC.

150
151 Director Jackson updated the Committee on the progress of the Post-Conviction DNA Program.
152 The Department has completed testing and report writing on all post-conviction cases, but will
153 continue to work cases as conviction information is verified. The next phase of the project will
154 be to contact those suspects that reports stated a known sample was needed. Director Jackson
155 briefly went over the statistics from the program.

156
157 The Committee discussed the Post-Conviction DNA Program and commented about the efforts
158 of DFS's undertaking of this project. Dr. Butler suggested that the Department may want to
159 consider publishing its work from this project. The Committee was informed that DFS has
160 presented its work at the National Promega Conference, among other presentations, including as
161 part of the NIJ grant report. The Urban Institute did an independent report on the project which
162 was published in 2012.

163
164 **Old Business**

165
166 Brad Jenkins, Forensic Biology Program Manager, gave an update to the Committee on the DNA
167 subcommittee meeting that occurred prior to the SAC meeting. Two validation studies have
168 been completed and were presented to the subcommittee. The first validation is for "TrueAllele"
169 software and subcommittee members were provided with information to review. Comments are
170 due back to Mr. Jenkins in June. The Department is currently working on manuals and plans to
171 move forward by September 1, 2013.

172
173 The second validation is "Armed Xpert," of which one of the two validations for it has been
174 completed. Subcommittee members were provided with information for the completed
175 validation, and the other will be provided when it is complete. Members will review the
176 information and present questions to DFS if needed.

177
178 Director Jackson provided the Committee an update on the review of the Trace Evidence
179 manual. The manual has been reviewed by Dr. Almirall and Ms. Given. Dr. Almirall has
180 submitted questions about the glass section and the new LIBS instrument. The new instrument

181 has not been fully validated as yet. The vendor will be training staff in June on the new
182 instrument. DFS staff will review Dr. Almirall's questions and comments to complete the
183 manual. Once validation is underway for the new LIBS instrument the Committee will be
184 provided with the proper information.

185

186 **New Business**

187

188 Sabrina Cillessen, Physical Evidence Program Manager, gave a presentation on the Latent Print
189 Section. An overview of the lab structure and functions of the Latent Prints section was
190 provided. Ms. Cillessen described the new software that the Latent Prints section will use called
191 Mideo. The Mideo software will be used for onscreen comparisons of latent prints. All of the
192 case file documentation of the analysis will be completely electronic. Ms. Cillessen gave a brief
193 demonstration of the Mideo software.

194

195 Chairman St. Clair commented that an ISO requirement for latent print analysis is to document
196 the order in which processes are used in analysis. The processes used for analysis need to be
197 sequential. Ms. Cillessen informed Ms. St. Clair that the when the case documents are printed,
198 they are printed in sequential order.

199

200 Ms. Cillessen answered various questions about how the software functions. Also, once the new
201 LIMS is in place, the latent prints analysis done on Mideo will be linked. DFS will plans to
202 begin using Mideo on June 1, 2013.

203

204 Ms. Given suggested that the Department inform ASCLD-LAB that Mideo is being used at DFS
205 before the next assessment. ASCLD-LAB may want to send an assessor with experience with
206 Mideo.

207

208 The subcommittee to review the Latent Prints manual consists of Mr. Zercie as chair, Ms. Given
209 and Ms. St. Clair. Ms. Cillessen will complete changes to the manual by July and send the
210 revised manual to the subcommittee. The subcommittee's comments and questions, if any,
211 should be submitted to Ms. Cillessen by September 1, 201 in order to address them by the
212 October Committee meeting.

213

214 **Annual Election of Committee Chair and Vice Chair**

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216 Chairman St. Clair called for the annual election of the Committee Chair and Vice Chair.
217 Chairman St. Clair asked for nominations for Chairman of the Committee, and Mr. Zercie moved
218 that Ms. St. Clair be reappointed as Chairman. The nomination was seconded by Ms. Given and
219 passed by unanimous vote of the Committee. Chairman St. Clair asked for nominations for Vice
220 Chair. Dr. Poklis nominated Ms. Given to the Vice Chair position. The nomination was
221 seconded by Mr. Zercie and passed by unanimous vote of the Committee.

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223 **Public Comment**

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225 None

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227 **Next Meeting**

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229 The next meeting of the Scientific Advisory Committee will be Tuesday, October 15, 2013 at
230 9:00 a.m.

231

232 **Adjournment**

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234 Chairman St. Clair asked if there was a motion to adjourn. Mr. Poklis moved that the meeting of
235 the Committee be adjourned, which was seconded by Ms. Given and passed by unanimous vote.

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237 The meeting adjourned at 12:10 p.m.