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Final - Minutes
Forensic Biology Subcommittee of the
Scientific Advisory Committee
May 15, 2018

Department of Forensic Science, Central Laboratory, Classrooms 1 & 2

Subcommittee Members Present

Kathleen Corrado, Ph.D., Chair of the Forensic Biology Subcommittee
Robin Cotton, Ph.D.
George C. Maha, Ph.D
Carl Sobieralski
Jami St. Clair

Staff Members Present

Amy M. Curtis, Department Counsel
Carisa M. Studer, Legal Assistant

Call to Order by Subcommittee Chair

Dr. Corrado called the meeting of the Forensic Biology Subcommittee (“Subcommittee”) to order at 8:30 a.m.

Adoption of Agenda

Dr. Corrado asked if there were any additions or changes to the draft agenda for the meeting. Being none, Dr. Maha made a motion to adopt the agenda, which was seconded by Mr. Sobieralski, and adopted by unanimous vote of the Subcommittee.

Discussion

Amy Curtis, Department Counsel, presented for the Subcommittee’s consideration a packet of information sent to the Department of Forensic Science’s (“the Department of DFS”) Director, Linda Jackson from staff at the Virginia Parole Board. The packet from the Parole Board contains information related to a specific DFS case file. The Department considers its case file records to be criminal investigative files. Director Jackson, with the concurrence of the Chair of the Scientific Advisory Committee, requested that the Subcommittee review the packet from the Parole Board and the Department’s case file, and present their findings to the Scientific Advisory Committee.

Ms. St. Clair made a motion that the Subcommittee move into a closed session per Virginia Code §2.2-3711(A)(35), because the Subcommittee would be discussing specific information from a DFS case file, which constitutes a criminal investigative file and would be excluded from the requirements of the Freedom of Information Act under Virginia Code § 2.2-3706(A)(2)(a). Ms. St. Clair’s motion was seconded by Dr. Maha and approved by unanimous vote of the Subcommittee.

The Subcommittee went into closed session at 8:32 a.m.

48 The Subcommittee concluded the closed session at 10:54 a.m. Mr. Sobieralski made a motion to
49 reconvene in open session, which was seconded by Dr. Maha, and approved by unanimous vote
50 of the Subcommittee.

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52 A roll call vote was taken, and Dr. Corrado, Dr. Cotton, Dr. Maha, Mr. Sobieralski, and Ms. St.
53 Clair each certified on the record that only public business matters lawfully exempted from the
54 open meeting requirements were discussed, and only matters identified in the motion by which the
55 closed meeting was convened were heard, considered and discussed.

56
57 There were no Public Body objections.

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59 **Public Comment**

60 There was no public comment.

61

62 **Next Meeting**

63 No future meeting was set.

64

65 **Adjournment**

66

67 Dr. Corrado moved that the meeting of the Subcommittee be adjourned, which was seconded by
68 Ms. St. Clair, and passed by unanimous vote.

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70 The meeting adjourned at 10:56 a.m.