

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

Draft - Minutes
Breath Alcohol Subcommittee of the
Scientific Advisory Committee
May 6, 2019

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

Subcommittee Members Present

Randall E. Beaty, Chair
Les E. Edinboro, Ph.D.
Barry S. Levine, Ph.D.

Staff Members Present

Amy M. Curtis, Department Counsel
Jennie P. Duffy, Breath Alcohol Section Supervisor
James W. Hutchings, Ph.D., Toxicology Program Manager
Alka B. Lohmann, Director of Technical Services
Katya N. Herndon, Chief Deputy Director
Carisa M. Studer, Legal Assistant

Call to Order by Subcommittee Chair

Randall Beaty called the meeting of the Breath Alcohol Subcommittee (“Subcommittee”) to order at 3:00 p.m.

Adoption of Agenda

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

Discussion of Procedures Manual Changes

The members of the Subcommittee were provided copies of draft revisions to the Virginia Department of Forensic Science’s (DFS or the Department) Breath Alcohol Procedures Manual and Worksheets for the Breath Alcohol instrument enhancement in advance of the meeting. James W. Hutchings, Ph.D., Toxicology Program Manager, presented the potential updates and changes to the Procedures Manual and Worksheets to the Subcommittee. Mr. Beaty led a discussion between the Subcommittee members and DFS staff regarding the Procedures Manual and Worksheets. Dr. Hutchings, Jennie Duffy, Breath Alcohol Section Supervisor, and Alka B. Lohmann, Director of Technical Services, answered the Subcommittee members’ questions regarding the proposed revisions to the Procedures Manual and Worksheets for the instrument enhancements.

Subcommittee members provided comments and made suggestions for DFS to consider for the Breath Alcohol Procedures Manual and Worksheets. Dr. Edinboro made a motion that the

46 Subcommittee's review of the Breath Alcohol Procedures Manual and Worksheets be closed,
47 which was seconded by Dr. Levine, and passed by unanimous vote.

48

49 **Public Comment**

50 There was no public comment.

51

52 **Next Meeting**

53 No future meeting was set.

54

55 **Adjournment**

56

57 Dr. Edinboro moved that the meeting of the Subcommittee be adjourned, which was seconded by
58 Dr. Levine and passed by unanimous vote.

59

60 The meeting adjourned at 3:52 p.m.