Draft – Minutes
Microscopic Hair Comparison Case Review Subcommittee of the Forensic Science Board
September 2, 2020
Department of Forensic Science, Central Laboratory, Classroom 1

Subcommittee Members Present
David R. Lett, Esq., Petersburg Public Defender - *Subcommittee Chair*
Lieutenant Colonel Tracy Russillo (Designee of Colonel Gary T. Settle, Superintendent, Virginia State Police)
Holli Reeves Wood (Designee of Attorney General Mark R. Herring)

Staff Members Present
Amy C. Jenkins, Department Counsel
Jessica B. Norton, Legal Assistant

Call to Order by Subcommittee Chair David Lett

David Lett, Chair, called the meeting of the Microscopic Hair Comparison Case Review Subcommittee ("Subcommittee") to order at 9:00 a.m.

Adoption of Agenda

The Chair asked if there were any additions or changes to the draft agenda for the meeting. Being none, Lt. Col. Russillo made a motion to adopt the agenda, which was seconded by Ms. Wood and adopted by unanimous vote of the Subcommittee.

Adoption of Draft Minutes of the May 13, 2019 Meeting

The Chair asked if there were any changes or corrections to the draft minutes from the May 13, 2019 meeting. Being none, Lt. Col. Russillo made a motion to adopt the minutes, which was seconded by Ms. Wood and adopted by unanimous vote of the Subcommittee.

Review Team Recommendations

Amy Jenkins, Department Counsel, presented for the Subcommittee's consideration the recommendations of the Review Team from its June 5, 2020 meeting. Lt. Col. Russillo moved that the Subcommittee go into a closed session pursuant to Virginia Code §2.2-3711(A)(35), because the Subcommittee would be discussing specific information from criminal investigative files as part of the Review Team's results, which was seconded by Ms. Wood and approved by unanimous vote of the Subcommittee.

The Subcommittee met in closed session. Department Counsel Amy Jenkins and Legal Assistant Jessica Norton remained in the closed session to assist the Subcommittee members with its consideration of the Review Team's recommendations.

The Subcommittee concluded the closed session and reconvened in an open meeting at 9:17 a.m.

A roll call vote was taken of each Subcommittee member to certify that, to the best of each member's knowledge, only exempt information was discussed, and only matters identified in the motion were heard, considered and discussed. The Chair, Lt. Col. Russillo and Ms. Wood each certified that only exempt information was discussed, and only matters identified in the motion were heard, considered and discussed.

The Subcommittee directed DFS staff to move forward with preparing notification letters for the four cases agreed upon during the closed session.

Ms. Jenkins updated the Subcommittee on the continuing research for conviction orders and transcripts for the project.

Public Comment

There were no members of the public in attendance.

Adjournment

Ms. Wood made a motion that the meeting of the Subcommittee be adjourned, which was seconded by Lt. Col. Russillo, and passed by unanimous vote.

The meeting adjourned at 9:20 a.m.