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Minutes
Microscopic Hair Comparison Case Review Subcommittee of the
Forensic Science Board
July 19, 2023
Department of Forensic Science, Central Laboratory, Classrooms 1 and 2

Subcommittee Members Present

The Honorable Megan L. Clark, Prince Edward Commonwealth's Attorney - *Subcommittee Chair*
Lieutenant Colonel Timothy Lyon (Designee of Colonel Gary T. Settle, Superintendent, Virginia State Police)
Michael HuYoung, Esquire

Staff Members Present

Amy C. Jenkins, Department Counsel
Deea Chakraborty, Legal Assistant

Call to Order by Subcommittee

The Honorable Megan L. Clark, Chair, called the meeting of the Microscopic Hair Comparison Case Review Subcommittee ("Subcommittee") to order at 12:01 P.M.

Adoption of Agenda

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

Adoption of Draft Minutes of the January 5, 2022 Meeting

The Chair asked if there were any changes or corrections to the draft minutes from the January 5, 2022 meeting. Being none, Mr. HuYoung made a motion to adopt the minutes, which was seconded by Ms. Clark. The Subcommittee adopted the minutes. Lt. Col. Lyon abstained from the vote since he was not present for the January 5, 2022 Subcommittee meeting.

Review Team Recommendations

Amy Jenkins, Department Counsel, presented for the Subcommittee's consideration the recommendations of the Review Team from its April 13, 2023 meeting. Ms. Clark called for a motion to move the Subcommittee 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. Mr. HuYoung moved the Subcommittee to a closed session, which was seconded by Lt. Col. Lyon and approved by unanimous vote of the Subcommittee.

45 The Subcommittee met in closed session. Department Counsel Amy Jenkins and Legal Assistant
46 Deea Chakraborty remained in the closed session to assist the Subcommittee members with its
47 consideration of the Review Team's recommendations.
48

49 The Subcommittee concluded the closed session and reconvened in an open meeting.
50

51 A roll call vote was taken of each Subcommittee member to certify that, to the best of each
52 member's knowledge, only exempt information was discussed, and only matters identified in the
53 motion were heard, considered, and discussed. The Chair, Megan Clark, Mr. HuYoung, and Lt.
54 Col. Lyon each certified that only exempt information was discussed, and only matters identified
55 in the motion were heard, considered, and discussed.
56

57 The Subcommittee directed DFS staff to move forward with preparing notification letters for the
58 two cases agreed upon during the closed session.
59

60 Ms. Jenkins updated the Subcommittee on the continuing research for conviction orders and
61 transcripts for the project.
62

63 **Public Comment**

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65 There were no members of the public in attendance.
66

67 **Confirm Future Meeting Date**

68
69 Amy Jenkins proposed to the Subcommittee that the next meeting will be planned for October 12,
70 2023, to be held in person following the Forensic Science Board Meeting.
71

72 **Adjournment**

73
74 Ms. Clark called for a motion to adjourn the Subcommittee meeting. Mr. HuYoung made a motion
75 that the meeting of the Subcommittee be adjourned, which was seconded by Lt. Col. Lyon, and
76 passed by unanimous vote.
77

78 The meeting adjourned at 12:12 p.m.