



Department of Forensic Sciences

Science Advisory Board Meeting Minutes November 19, 2024

DFS welcomed the opportunity to meet with the Science Advisory Board (SAB) Members which was facilitated by our Interim Director, Dr. Francisco J. Diaz. The meeting was called to order by Ms. Laura Sudkamp (Chairperson) at 10:04am. Roll call of SAB members present included Ms. Laura Sudkamp (Chairperson), Dr. Roger Kahn, Ms. Claudine Pereira, Ms. Nicole Roehm (attended virtually), and Dr. Jeri Roper-Miller.

Program Updates:

Budget – Gretchen Brumley, Chief Operating Officer provided an overview of the operating budget.

Quality Assurance/Forensic Sciences Lab (FSL) – Dr. Jennifer Love, Chief Science Officer and Krystyna Hopkinson, Interim Forensic Science Laboratory Director provided an overview of the structure along with information regarding assessment with policies and procedures. FSL consists of a collaboration of the Forensic Biology Unit (FBU), Forensic Chemistry Unit (FCU), Latent Fingerprint Unit (LFU), Forensic Intelligence Unit (FIU) along with the Casework Administrative Group (CAG). The Quality Assurance Manager restructuring consists of Dr. Hauser as the PHL QAS and Dr. Love as the CSS/FSL QAS. ANAB Assessment/Surveillance conformance file submitted, and Mock interviews with F.A.C.T. Operational and Technical recommendations were stated for each area which consisted of updated SOPs and adding CAG to FSL policies and procedures. Quality management and regulatory compliance training for PHL managers and supervisors along with restructuring the internal process and CSS Solicitation for vendor support for accreditation. LFU Recommendations included updates to ISO 17025/AR3125 and Policies and Practices and needing the mechanism to ensure the required resolution of latent print images is met. FCU will discontinue in-house Heroin Quantification as it's rarely requested/cost prohibitive. Service continuation – solely outsourced. FBU casework restart Nov 1st. FIU is working with DFS OGC on a Procedural Guide.

Public Health Lab (PHL) – Dr. Jocelyn Hauser provided an overview of the structure and strategic plan of PHL focusing on Quality, Innovation and Sustainability. PHL consists of a collaboration of units (Clinical Toxicology, BioWatch, Bioterrorism, Immunology & Virology, Microbiology, and Molecular Diagnostics). Quality management and regulatory compliance training for PHL managers and supervisors. Testing includes 20,118 clinical and surveillance samples, 208 proficiency tests, 17 new assay/instrument verifications/validations and 95% samples met reporting standards.

Crime Scene Sciences – Alesia Wheeler-Moore provided an overview of the structure and upcoming trainings/projects. The CSS team is fully operational with three units (Crime Scene Services, Central Evidence and Forensic Garage). CSS continues to recruit and onboard talent. Staffing consists of 75 employees with 5 new hires, 2 Crime Science Scientists & 3 Central Evidence Specialists. Upcoming CSS Trainings include Chemical Processing, Gun Recovery, Shooting Reconstruction, Advanced Sketching and Leica Training. Upcoming projects include working on SOPs with Quality and securing updated equipment.

Additional attendees included:

Dr. Francisco J. Diaz – OCME/Interim DFS Director	Jameel Harris – DFS/Public Information Officer
Gretchen Brumley – Chief Operating Officer	Sean Braunstein – DFS/Strategic Planning & Performance Officer
Hillary Hoffman – DFS/General Counsel	Andrew Sabatelli – DFS/Supervisory IT Specialist (Ops)
Quiyana Hall – DFS/Human Resources Director	Gregory Burnett – DFS/Deputy General Counsel
Tom Fontenot – DFS/Chief Information Officer	Eric Smith – DFS/Special Asst
Dr. Jennifer Love – DFS/Chief Science Officer	Andria Barbee – DFS/Special Asst
Krystyna Hopkinson – DFS/Interim Forensic Science Lab Director	Charles Lane – DFS/Staff Asst
Dr. Jocelyn Hauser – DFS/PHL Director	
Alecia Wheeler Moore – DFS/CSS Director	

The following attendees attended virtually

Renee Mims– DFS/Attorney Advisor	Amanda Kenner– DFS/Attorney Advisor
Yannick Morgan– DFS/Attorney Advisor	Gelinda Jones—DFS/Supervisory IT Specialist
Angelic Roundtree – DFS/Latent Fingerprint Unit Manager	Wendy Green—DFS/Quality Assurance Specialist
Hannah Bradley—DFS/Laboratory Casework Technician	

The SAB will convene the next meeting on March 11, 2025. The meeting adjourned at approximately 11:30.