



**Department of Forensic Sciences
Science Advisory Board Meeting Minutes
Friday, July 22, 2016**

The Department of Forensic Sciences Science Advisory Board meeting was brought to order at 9:15 a.m. by board member Peter Marone, acting on behalf of board chairman Irv Litofsky. In addition to the acting board chair, board members Dr. Clifton Bishop, Dr. Simone Gittelsohn and Dr. Burton Wilcke were in attendance. A quorum was established to conduct board business and the Minutes from the April 14, 2016, meeting were presented, read and approved.

The Science Advisory Board draft regulations are reportedly deemed legally sufficient, with minor revision, by the Office of the Attorney General and have been submitted to the Office of the City Administrator for review and approval. The regulations become final 30 days following publication for comment. Board member Marone recommended and General Counsel Robert Hildum agreed to an additional distribution of the regulations.

A summary report outlining a review of allegations, issues, complaints and inquiries was distributed to the board by Brittany Graham, Acting Deputy Director/Deputy Director for Quality and also Deputy Director for Training. Highlighted among the review of allegations is an April 27th Public Health Laboratory complaint received from the D.C. Department of Health concerning a compromised sample for Zika virus testing and an ATF issue involving a duplicate NIBIN entry of a single cartridge case. Corrective measures have been implemented to avoid recurrence of these events. Board member Marone recommended that allegations and issues be compiled and forwarded to the board prior to the board's quarterly meetings. Deputy Director Graham identified laboratory audits scheduled to occur over the next several months. She also confirmed that DFS employees had completed required cognitive bias training, a recommendation of the Public Defender Service for the District of Columbia.

Dr. Jenifer Smith presented the department's 2016 goals and accomplishments during the first year of her directorship. Among the achievements identified is implementation of the JusticeTrax Laboratory Information Management System (LIMS), improved stakeholder engagement, significant increases in productivity, a streamlined procurement process, robust recruitment and staff training.

The frequency spike in Zika virus testing and predictions of the infectious disease in the District of Columbia were addressed by Dr. Horng Kan of the Public Health Laboratory. An announcement of a fully installed Forensic Chemistry Unit (FCU) laboratory was made by Dr. Luke Short who reported the completion of the DEA drug license process and discussed some of the lab's casework and collaborative efforts in the fight against synthetic drugs in the District.

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Mr. Marone led the discussion of the board's recommendations following the body's review of Latent Fingerprint Standard Operating Procedures (SOP's). The dialogue was followed by Dr. Gittelson's exploration of the use of verbal scales and standards outside of the United States in addition to the interpretation of footwear evidence.

Dr. Smith encouraged the board's advance notice of laboratory areas scheduled for the board meeting agenda to ensure the availability of laboratory staff.

Potential meeting dates were briefly discussed before the meeting adjourned at 2:50 p.m.

An audio recording of the meeting is available upon request.