



**Department of Forensic Sciences  
Science Advisory Board Meeting Minutes  
October 19, 2023**

The Department of Forensic Sciences (DFS) Science Advisory Board (SAB) meeting was called to order by Board Chairperson Dr. Jeanne Jordan at 10:02 a.m. Roll call of SAB members present, in addition to the Board Chair Jordan, included: Dr. LaKeisha McClary, Mr. Eugene Lien, Dr. Henry Swofford, Dr. Michael Pentella, Dr. Tracey Dawson Green, and Mr. Richard Tontarski. A quorum was established to conduct Board business.

The Board had an opportunity to address comments/corrections regarding the minutes from the previous meeting held on June 29, 2023. Rick Tontarski proposed eliminating the SAB position statement to be replaced by the SAB Board Letter presented – see attachment(s). Mr. Tontarski described that DFS is not consistently seeking the SAB’s input as it relates to forensic rehabilitation decisions, development, protocols, priorities, and preparation of re-accreditation. The position statement in its entirety will be a downloadable document on the DFS website for anyone interested. A motion was accepted and 2<sup>nd</sup> by Dr. Tracey Dawson Green and Dr. Michael Pentella.

The proposed agenda was motioned to be amended/suspended by Dr. Swofford and seconded by Mr. Rick Tontarski. All were in Favor. The intent for the amendment is to provide an opportunity for SAB members to express their concerns. Dr. Swofford questioned why the SAB was being denied a version of the Mock Assessment Report.

Hillary Hoffman (DFS General Counsel) stopped the meeting stating that it was outside of the Open Meetings Act (OMA) and against DC Code whereas no questions or answers would be addressed. The meeting was at this time adjourned since this particular SAB visit was to host a tour of the facility with no questions to be answered at this time. Mr. Tontarski stated that the requirement to post an agenda is 48hrs prior to discussion and also proposed drafts until accepted by the members attending the meeting.

Ms. Hoffman stated to the SAB that they must comply with the rules of the DC Code and requested the meeting to be closed. Attachments include the SAB Position Statement in full along with the Correction to June 29, 2023, Minutes.

**Motion to Approve June 29, 2023, Meeting Minutes:** Dr. LaKeisha McClary

**Seconded:** Mr. Eugene Lien

**Motion to Approve Minutes Passes**

**All were in Favor to approve the minutes.**

Additional Attendees Included:

Francisco J. Diaz, MD (DFS/OCME)	Sean Jettner (Council)
Beverly Fields (OCME)	Evan Marolf (Council)
Hillary Hoffman (DFS)	Alesia Wheeler Moore (DFS)
Gretchen Brumley (DFS)	Jocelyn Hauser (DFS)
Quiyana T. Hall (DFS)	Andria Barbee (DFS)
Tom Fontenot (DFS)	Eric Smith (DFS)
Krystna Hopkinson (DFS)	Kweku Toure (DFS)

The SAB will convene the next meeting on Thursday, June 29, 2023. The meeting adjourned at 10:44am.