

**Illinois Forensic Science Commission
 Training and Career Development Subcommittee
 Open Meeting
 Monday, March 24, 2025, at 11 a.m.
 Meeting Minutes**

- I. Call to Order
 - a. Meeting called to order at 11:00 a.m. by Caryn Tucker
- II. Roll-call/confirmation of quorum

Name	Present (X)
Jillian Baker, Commission Member	X
Jeff Buford, Commission Member	X
Judge Art Hill (ret.), Commission Member	X
Jodi Hoos, Commission Member	X
Jeanne Richeal, Commission Member	X
Caryn Tucker, Commission Member, Subcommittee Chairperson	X
Amy Watroba, Executive Director-Forensic Science Commission	X
James DeFrancesco, Loyola University Chicago	X
Bill Demuth, Illinois State Police	X
Karen Duquette, NIRCL	X
Gail Gutierrez, Illinois State Police	X
Gina Havlik, NIRCL	X
Anastasia Petruncio, Illinois State Police	X
Tom Spudich, SIUE	X

- III. Approval of Minutes
 - a. February 24, 2025, meeting minutes: Judge Hill moved to approve minutes. Second by Ms. Baker. Motion passed.
- IV. New Business
 - a. Ms. Tucker informed the subcommittee that the Commission had its quarterly meeting on March 12th and that she provided the Commission with an update regarding the current video projects and the goal of having the Drug Chemistry and Latent Print videos ready for Commission review at the June Commission meeting.
- V. Old Business- Update and discussion on next steps for pilot project to create videos addressing fundamentals of core forensic disciplines.

- a. Ms. Tucker invited anyone with additional comments about the Latent Prints presentation to provide those comments. Ms. Tucker provided information on how to access the Latent Prints presentation on TEAMs and Mr. Demuth and Ms. Watroba troubleshooted several individual members' issues with accessing the TEAMs channel.
- b. Ms. Watroba shared draft disclaimer language for the presentations developed by Ms. Watroba and Judge Hill. The subcommittee also discussed completing an additional review of images in the presentations to ensure consistency with the disclaimer. The subcommittee discussed conducting a final review of the Latent Print presentation before the subcommittee's April meeting.
- c. Ms. Tucker and Ms. Watroba will work with ISP on the introduction video for all presentations. Ms. Watroba has a call scheduled for March 26th to discuss the project and to begin working on audio content and images for the introduction. The plan is to include stock images from various stakeholders, not just forensic laboratories.
- d. Ms. Watroba suggested a final slide for all presentations that includes the Commission's logo, website address, and new legacy email address (Forensic.Science.Commission@illinois.gov). Subcommittee members agreed to the addition of a final slide to all presentations with that information.
- e. Ms. Gutierrez provided an update on the Drug Chemistry presentation. The audio was recorded and is under final review. They will update the disclaimer slide and add the previously-discussed final slide with the Commission logo and information. The goal is to submit the presentation to the subcommittee for review in 1-2 weeks. Ms. Watroba will email the subcommittee when the Drug Chemistry presentation is posted and ready for review. Ms. Hoos, Judge Hill, and Ms. Watroba discussed considerations for ensuring that images with no identifying factors are utilized in the presentations.
- f. The subcommittee discussed the topic of video creation for the other core disciplines (toxicology, trace chemistry, DNA, and firearms) and identified individuals from the laboratory systems who might be able to contribute to those videos. A determination regarding the sections that will work on the next two presentations will be made based on the scheduling availability of contributors from the remaining disciplines. Ms. Watroba discussed the possibility of having individuals from all labs review the presentations if they are not available to assist with content development and stressed the importance of these projects not interfering with the forensic scientists' regular work.
- g. Ms. Tucker and Ms. Watroba discussed the goal of having the Drug Chemistry and Latent Print presentations, including the introductory video, complete before the

June Commission meeting so the Commission can review and hopefully approve the presentations at the June meeting.

VI. Public Participation

- a. No public comment was offered.

VII. Next Meeting/ Adjournment

- a. Next meeting is scheduled for April 28, 2025, at 11:00 a.m.
- b. Meeting adjourned by Chairperson Tucker at 11:34 a.m.