

**Illinois Forensic Science Commission
Training and Career Development Subcommittee
Open Meeting
Wednesday, May 21, 2025 at 1 p.m.
Meeting Minutes**

- I. Call to Order
 - a. Meeting called to order at 1 p.m. by Caryn Tucker
- II. Roll-call/confirmation of quorum

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

*denotes individual who joined meeting after roll-call

- III. Approval of Minutes
 - a. April 28, 2025, meeting minutes: Ms. Watroba noted three typographical corrections made to the minutes. Ms. Tucker moved to approve the minutes with the noted corrections. Second by Ms. Baker. Motion passed.
- IV. New Business
 - a. No new business.
- V. Old Business- Update and discussion on next steps for pilot project to create videos addressing fundamentals of core forensic disciplines.

- a. Ms. Watroba provided an update on the introductory video and shared a draft script for the voice-over portion of the video. She does not yet have an anticipated date of completion for the introductory video. She shared information regarding the technology aspect of merging the introductory video with the content portions of the videos created by each discipline. The subcommittee discussed how to convert, review, and share the videos created by the disciplines in the requested format.
- b. Ms. Watroba shared that ISP is creating a microsite to replace ISP's You Tube channel and explained that the approved videos will be linked from the Commission's website to the microsite.
- c. The subcommittee discussed the timing of the disclaimer slide and Latent Prints updated the disclaimer slide to mirror the disclaimer slide in the Drug Chemistry video. Both disciplines also will make the scripts available via Word document on the subcommittee's shared space in case changes need to be made in the future.
- d. Both videos have been updated with images and citations. The videos are ready to move forward for review by ISP Legal and PIO. The next Commission meeting is on June 11th. Ms. Watroba will try to get the review processes completed in time for the Commission to review the completed videos (including introductory video) prior to the June meeting. Ms. Watroba will include the videos on the Commission's June meeting agenda as a voting item in case the videos are ready for review.
- e. The next two videos will focus on the disciplines of Toxicology and Firearms. Ms. Tucker indicated that a summer intern will be taking stock photo and video footage that possibly could be used in future videos. Individuals who are available to work on the DNA video also were discussed.
- f. Ms. Watroba will share the introductory video once it is completed by PIO.

VI. Public Participation

- a. No public participation.

VII. Next Meeting/ Adjournment

- a. Next meeting is scheduled for June 18, 2025, at 11 a.m.
- b. Meeting adjourned at 1:25 p.m.