

**Illinois Forensic Science Commission
 Training and Career Development Subcommittee
 Open Meeting
 Monday, January 27, 2025, at 11 a.m.
 Meeting Minutes**

- I. Call to Order
 - a. Meeting called to order at 11:01 a.m. by Caryn Tucker
- II. Roll-call/confirmation of quorum

Name	Present (X)
Jillian Baker, Commission Member	X
Jeff Buford, Commission Member	
Judge Art Hill (ret.), Commission Member	X
Jodi Hoos, Commission Member	X
Phil Kinsey, Commission Member	X
Jeanne Richeal, Commission Member	X
Caryn Tucker, Commission Member, Subcommittee Chairperson	X
Amy Watroba, Executive Director-Forensic Science Commission	X
Sheila Daugherty, Illinois State Police	X
Bill Demuth, Illinois State Police	X
Karen Duquette, NIRCL	X
Lisa Fallara, Illinois State Police	X
Gail Gutierrez, Illinois State Police	X
Gina Havlik, NIRCL	X
Courtney Melendez, DuPage County Forensic Science Center	X
Tom Spudich, SIUE	X
Timothy Ruppel, Kane County	X
Sarah Ware, Kane County	X

- III. Approval of Minutes
 - a. November 18, 2024, meeting minutes: Arthur Hill moved to approve minutes. Second by Bill Demuth. Motion passed.
- IV. New Business
 - a. None.

V. Old Business- Update and discussion on next steps for pilot project to create videos addressing fundamentals of core forensic disciplines.

- a. Ms. Tucker provided background information about the project to update individuals joining the subcommittee meeting for the first time. The subcommittee is starting with videos addressing Latent Prints (LP) and Drug Chemistry (DC). The subcommittee reached out to subject matter experts to work on the videos and has identified individuals who will participate from all three lab systems. Ms. Tucker obtained permission to use ISP training videos as a starting point for content for the project, which she posted to the subcommittee's Teams channel. Subject matter experts have been given access to this page to help facilitate their work on the video project. The ISP videos are power point slides with voice-over audio for each slide. The subcommittee would like to start with the same format so that videos can easily be modified in the future. Additional video footage may be used to bookend the core content portion of the videos. The videos ultimately will be available on the Commission's webpage.
- b. Ms. Watroba provided an update on options from the tech side of the project. ISP should be able to provide the needed tech support and resources for the first two videos. Future videos may require more expansive tech needs.
- c. Ms. Tucker explained how the subject matter experts can meet to work on the content of the videos and then report back and present their work product to the subcommittee during scheduled subcommittee meetings. Discussion was held regarding likely end users of the videos and the depth of content for the educational videos. The subject matter experts will report on progress at the next subcommittee meeting.

VI. Public Participation

- a. No public comment was offered.

VII. Next Meeting/ Adjournment

- a. Next meeting is tentatively scheduled for February 24, 2025. Ms. Watroba will create a Doodle Poll with possible times for that date.
- b. Meeting adjourned by Chairperson Tucker at 11:21 a.m.