

# Illinois Forensic Science Commission

## Quality Systems Subcommittee

### Meeting Minutes

January 23, 2025, 2:00 p.m. meeting

- I. Call to order  
Subcommittee Chairperson Claire Dragovich, called the meeting to order at approximately 2 p.m. The meeting was held via Web Ex.
  
- II. Roll-call  
The following people were present:
  1. Jeffrey Buford, FS Commission Member, subcommittee member
  2. Claire Dragovich, FS Commission Member, subcommittee member
  3. Phil Kinsey, FS Commission Member, subcommittee member
  4. Joanne Liu, Illinois State Police, subcommittee member
  5. Amy Watroba, Executive Director-Forensic Science Commission
  
- III. Discussion: Compiling information for and drafting of 2024 Significant Non-Conformity Report for publicly funded ISO 17025 accredited forensic laboratory systems in Illinois.

Ms. Dragovich explained that today's meeting was called to discuss preparation of the 2024 significant non-conformity report for presentation to the Commission pursuant to the Commission's statute, which provides that the Commission shall "Review significant non-conformities with the sound practice of forensic science documented by each publicly funded ISO 17025 accredited forensic laboratory and offer recommendations for the correction thereof." 20 ILCS 2605/2605-615(b)(4). It was noted that the Commission's statute was amended, effective July 1, 2024, to require reporting by state and local publicly funded ISO 17025 accredited forensic laboratories. The statute now provides as follows:

(f) Reporting by publicly funded ISO 17025 accredited forensic laboratories. All State and local publicly funded ISO 17025 accredited forensic laboratory systems, including, but not limited to, the DuPage County Forensic Science Center, the Northeastern Illinois Regional Crime Laboratory, and the Illinois State Police, shall annually provide to the Commission a report summarizing its significant non-conformities with the efficient delivery of forensic services and the sound practice of forensic science. The report will identify: each

significant non-conformity or deficient method; how the non-conformity or deficient method was detected; the nature and extent of the non-conformity or deficient method; all corrective actions implemented to address the non-conformity or deficient method; and an analysis of the effectiveness of the corrective actions taken. 20 ILCS 2605/2605-615(f).

The subcommittee conducted a search of ANAB and A2LA's webpages to identify the state and local publicly funded ISO 17025 accredited forensic laboratories in Illinois that would be subject to the statutory reporting requirement for 2024. The following labs were identified:

- (1) DuPage County Forensic Science Center
- (2) Illinois State Police Labs
- (3) Northeastern Illinois Regional Crime Laboratory (NIRCL)
- (4) Cook County Medical Examiner's Office (toxicology)
- (5) Analytical Forensic Testing Laboratory (AFTL)

The subcommittee decided to send a letter to each of the above laboratories informing them of the reporting requirement and requesting that the labs submit reports of their significant non-conformities for 2024 in accordance with the definitions provided in the Commission's 2023 Report. Copies or links to the Commission's 2022 and 2023 Reports can be provided in the letters for reference. The letters will be drafted in pdf format and emailed to each lab system so that the subcommittee can keep track of the requests and any responses.

Once information is received from the laboratories, the information provided will be collated into the report which will be finalized and ultimately submitted to the Commission for approval, as in past years.

IV. Old Business

None.

V. New Business

None.

VI. Public Comment

No public comment.

VII. Next Meeting/Adjournment

The next meeting is scheduled for Thursday, February 27, 2025, at 2 p.m.  
Meeting adjourned at approximately 2:27 p.m.