

**Illinois Forensic Science Commission
 Training and Career Development Subcommittee
 Open Meeting
 Monday, February 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
Phil Kinsey, Commission Member	
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
James DeFrancesco, Loyola University Chicago	X
Bill Demuth, Illinois State Police	X
Karen Duquette, NIRCL	X
Lisa Fallara, Illinois State Police	X
Gail Gutierrez, Illinois State Police	X
Anastasia Petruncio, Illinois State Police	X
Tom Spudich, SIUE	X

- III. Approval of Minutes
 - a. January 27, 2025, meeting minutes: Ms. Baker moved to approve minutes. Second by Ms. Richeal. Motion passed.
- IV. New Business
 - a. Ms. Watroba shared that there might be discussion at the March 12th Commission meeting regarding possible future external training initiatives. She will provide an update at the next subcommittee 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 updated subcommittee members about the general status of the foundational educational/training modules for the core disciplines that are currently in production for Latent Prints (LP) and Drug Chemistry (DC).
 - b. Ms. Gutierrez shared the power point slides for the Drug Chemistry training module. The DC working group is still finalizing slide content and then will draft material for the voice-over part of the module.
 - c. Ms. Daughtery shared the power point slides for the Latent Prints training module. The LP working group has completed the content for the slides and the working group is currently reviewing content for the voice-over part of the module.
 - d. Subcommittee members discussed the extent to which there should be consistency in color schemes, slide layouts, and introductory slides between the modules for the various disciplines. The subcommittee decided by consensus to accept the color schemes and slide layouts of the DC and LP modules as presented. The subcommittee decided by consensus to use the same disclaimer slide for both modules and to have the title slides of the modules designed using a consistent format. The subcommittee discussed creating one introductory video that could be used at the beginning of every module. Ms. Watroba will work with PIO on the script and technical aspects of the introductory video. Mr. Demuth will explore whether AI could be used for the voice-over portion of the introductory video. If not, then Ms. Watroba can record the voice-over content of the introductory video. The subcommittee decided to revise the disclaimer slide to address any concerns related to attributing the content of the modules to any lab or individuals. Ms. Watroba will work on an expanded disclaimer in consultation with Judge Hill.
 - e. The subcommittee discussed substantive items to include in the introductory video, including information about the Commission and the collaboration of the three lab systems who contributed to the content creation aspect of the modules. The importance of creating an introductory video with longevity in mind was discussed.
 - f. The DC and LP modules are saved on the subcommittee's shared drive. The LP module is ready for subcommittee review for content. The subject matter experts working on the DC module will email Ms. Watroba when the DC module is ready for subcommittee review. The subcommittee discussed the timeline and next steps. It was agreed that the subcommittee will work to complete review and finalize the DC and LP modules so that they can be reviewed by the full Commission prior to the June Commission meeting. The Commission can then discuss and possibly approve the DC and LP modules at the June meeting. Once complete, the plan is to post the modules or links to the modules on the Commission's webpage.

- g. Judge Hill commended the members of the working groups for the LP and DC modules on their work and noted that the presentations shared during the meeting were impressive. Ms. Tucker thanked the working group members for their time and work and noted that creation of training materials is very time intensive. Ms. Watroba shared her hope that the finalized training modules will save time for forensic science practitioners in the long run because the modules will be accessible to the public and will provide education on the fundamentals of each discipline on demand.

VI. Public Participation

- a. No public comment was offered. Ms. Watroba asked the meeting participants if they felt that the training videos would be useful. Mr. Spudich indicated that they will be useful by serving as an introductory resource, including for advanced classes in chemistry. Judge Hill commented that the training modules will be impactful by serving as an introduction to the disciplines for the next generation of forensic scientists.

VII. Next Meeting/ Adjournment

- a. Next meeting is scheduled for March 24, 2025, at 11 a.m.
- b. Meeting adjourned by Chairperson Tucker at 11:42 a.m.