

**Illinois Forensic Science Commission
Training and Career Development Subcommittee
Open Meeting
Wednesday, June 18, 2025 at 11 a.m.
Meeting Minutes**

- I. Call to Order
 - a. Meeting called to order at 11 a.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	
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
Lisa Fallara, Illinois State Police	X
Gina Havlik, NIRCL*	X
Anastasia Petruncio, 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. May 21, 2025, meeting minutes: Ms. Baker moved to approve the minutes with the noted corrections. Second by Judge Hill. Motion passed.
- IV. New Business
 - a. Ms. Tucker shared that the Forensic Science Commission met earlier in June. At the Commission meeting, an update was provided regarding the completion of the content portions of the Latent Prints and Drug Chemistry presentations. Ms. Watroba noted that both videos were reviewed by PIO and ISP Legal. She requested that ISP Legal review the videos for the limited purpose of reviewing the disclaimer and Fair Use considerations. ISP Legal did not propose any changes. The subcommittee is the decision-maker on content. Ms. Tucker and Ms. Watroba

shared that PIO has created a draft intro video and is awaiting stock images from the labs to input into the video. The subcommittee agreed with Ms. Watroba's suggestion that seals from the lab systems are not included in the introductory video. Ms. Watroba will save the final intro video to the subcommittee's shared TEAMS page when it is completed for subcommittee review. Ms. Tucker provided an update regarding the ISP summer intern's stock photo project. Each lab has its own folder on the TEAMS page. NIRCL and DuPage Labs have uploaded images to the shared page. Ms. Tucker will upload images to ISP's folder when they are available.

- V. Old Business- Update and discussion on next steps for pilot project to create videos addressing fundamentals of core forensic disciplines.
 - a. Individuals already have been identified to work on the DNA presentation. Individuals from ISP will be identified to work on the Trace Chemistry video. Ms. Baker inquired as to whether the remaining sections could get started on the content portions of those videos. The subcommittee decided that all sections can start working on content when they have time in light of their regular workloads. Firearms and Toxicology will continue to work on the content portions of videos.
 - b. Ms. Baker suggested that the subcommittee reconsider the plan to seek Commission review of the videos until after the introductory video is complete. She suggested that the Commission instead review the content portions of the Latent Print and Drug Chemistry videos before the next subcommittee meeting so the subcommittee has time to address any comments and make changes in time for final review and approval at the Commission's September meeting. The subcommittee agreed to request Commission review of the content portions of the videos prior to completion of the intro video. Ms. Watroba will share the final discipline videos in the Commission's shared space and will send an email to the Commission Members asking them to review the content of the Latent Prints and Drug Chemistry videos prior to the next subcommittee meeting. Comments by Commission members can be submitted via email to Ms. Watroba and she will then share the comments with the subcommittee.
 - c. Ms. Tucker thanked everyone for their work on the video series.
- VI. Public Comment
 - a. No public comment offered.
- VII. Next Meeting/ Adjournment
 - a. Next meeting is scheduled for July 30, 2025, at 11 a.m.
 - b. Meeting adjourned at 11:23 a.m.