

**Illinois Forensic Science Commission
 Training and Career Development Subcommittee
 Open Meeting
 Wednesday, July 30, 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
Bill Demuth, ISP	X
Karen Duquette, NIRCL	X
Gail Gutierrez, ISP	X
Gina Havlik, NIRCL	X
Anastasia Petruncio, ISP	X
Lisa Ramos, NIRCL	X
Larry Shelton, ISP	X
Lindsay Simpson, NIRCL*	X

*denotes individual who joined meeting after roll-call

- III. Approval of Minutes
 - a. The June 18, 2025, meeting minutes were approved after Mr. Buford joined the meeting following discussion of Old Business.
- IV. New Business- Discussion on introductory portion of videos addressing fundamentals of core forensic disciplines.
 - a. The draft introductory video was sent to subcommittee members prior to the meeting and also was shared during the meeting. The subcommittee discussed the draft video and one suggestion was offered regarding a slide showing Commission members sitting casually at a table before a Commission meeting. It was suggested that the slide either be replaced with footage recorded during a meeting or removed

from the video. Ms. Watroba will request the change. The subcommittee approved the introductory video with the one proposed change. Ms. Watroba noted that if the subcommittee approves the content portions of the videos later in the meeting, they can be combined with the introductory video and shared with the Commission before the Commission's September meeting.

V. Old Business

- a. Discussion on content portions of videos for Drug Chemistry and Latent Prints- Ms. Tucker inquired whether the same individual who did the voice over for the introductory video could also do the voice overs for the content portion of the videos for uniformity. The subcommittee discussed possible downsides to that approach including less flexibility to make edits to the videos in the future and opted not to pursue the option.

Ms. Watroba shared input from Commission members regarding the content portions of videos and the subcommittee discussed the positive comments. The subcommittee discussed two suggestions that were offered regarding consistency in scripts and being cognizant of the use of absolutes on topics currently being discussed within the industry. The recent release of ASB Standard 13 addressing friction ridge conclusions is such an example. The subcommittee discussed and decided to conduct another review of the scripts for Drug Chemistry and Latent Prints considering the comments and suggestions. The consensus was to rework the scripts to be more general where appropriate. The subcommittee also discussed possible changes to the Latent Print slide 26. Ms. Watroba also will request specific examples from Commission members who commented on the topic of consistency. With the additional work planned for the scripts and videos, as well as laboratory schedules, they should be ready for review at the December Commission Meeting. The subcommittee stressed the importance of prioritizing quality content over speed in the video creation.

- b. Update and discussion on next steps to create remaining videos addressing fundamentals of core forensic disciplines- The individuals who will be involved in content creation for Firearms, Toxicology, and DNA have been identified and updates on work were provided. The subcommittee will loop in individuals from Trace Chemistry to get them involved in the project.
- c. Subcommittee members noted that upcoming laboratory audits may impact the timetable for content creation and review.
- d. Judge Hill expressed gratitude on behalf of the Commission for all the work that has been put into the video projects and that will be put into the future videos.

VI. Public Comment

- a. No public comment offered.

VII. Next Meeting/ Adjournment

- a. Next meeting is scheduled for September 3, 2025, at 11 a.m.
- b. Meeting adjourned at 11:52 a.m.