



# The American Society of Crime Lab Directors

*"Excellence Through Leadership in Forensic Science Management"*

## ASCLD ANNUAL MEETING MINUTES

June 17, 2020

### 1. Call to Order and Establishment of a Quorum – President Brooke Arnone

President Brooke Arnone called the meeting to order at 1:02 EST. Based on meeting registrations of 194 regular members, with 163 members currently online, a quorum was established (more than 50 voting Regular members were present). She thanked RTI for their assistance and support that made first virtual annual meeting possible.

### 2. Approval of Agenda – President Brooke Arnone

The agenda was sent out via email from the Executive Director on Monday, June 15<sup>th</sup>. A motion was made (Laura Sudkamp) to accept the agenda. The motion was seconded (Nelson Santos) with no discussion. A poll vote was called and the motion passed unanimously.

### 3. Approval of 2019 Business Meeting Minutes – President Brooke Arnone

The minutes for the 2019 annual business meeting were posted on the ASCLD website in the file repository and the membership was notified through the Crime Lab Minute (CLM). Approval of the minutes will be conducted through the online voting mechanism and the results will be announced at the end of the meeting. Lydia deCastro noted that on page 4 of the minutes in the MRC report, "complications" should actually be "compilations".

### 4. ASCLD Board Candidates – Director Scott O'Neill

Candidates: Kerri Heward, Timothy Kupferschmid, Jennifer Naugle, and Laura Sudkamp. Scott O'Neill explained the process for making nominations from the floor and asked for any additional nominations. No nominations were received. An electronic ballot was sent to registered Regular members using Election Buddy. There are 3-four year terms to be filled. The ballots will be counted and the results of the vote will be announced by the end of the meeting.

## 5. Officer Reports

### **President's Report – President Brooke Arnone**

- President Arnone introduced and welcomed Executive Director John Byrd, who was hired in 2019. She reported that on Board activities this past year relating to the ASLCD Strategic Plan, National Outreach Priorities Agenda (NOPA), ASCLD Administrative Manual and position statements.
- President Arnone noted that she represented ASCLD at the 3rd Annual International Science Symposium in Mexico City and evaluated the ICITAP Forensic Program in Mexico and Costa Rica with Kermit Channell, Jay Henry, Laura Sudkamp, and Vince Figarelli. She also provided ASCLD updates to AAFS.
- She highlighted programming from the Education and Training Committee, including the Train the Director Series in conjunction with RTI and a new Level 2 of the Leadership Academy. In addition, she reported programs supporting accreditation, such as the Puerto Rico project, Accreditation Toolkit, and Accreditation Initiative.
- Information is published to the membership in the CLM and on social media platforms.
- President Arnone noted that the location for the 2023 (Austin, TX) and 2024 (Birmingham, AL) Symposia had been previously announced. She announced that the location for the 2025 Symposium would be in Denver, CO, in the same hotel where the 2020 hotel was scheduled to have been. In addition, ASCLD has hired a new meeting planning company, which is run by Nikki Bibbero, who has previously worked with ASCLD.
- President Arnone described how the Executive Director and Board of Directors had responded to the challenges of the Coronavirus.

### **President-Elect – President-Elect Erin Forry**

- President-Elect Forry described her duties this past year as Chair of the Symposium Planning Committee and Standards, Accreditation Initiatives Committee, and United States Technical Advisory Group (US TAG) TC 272 Forensic Sciences.
- With the cancellation of the 2020 Symposium, she took the opportunity to thank members of the Symposium Planning Committee for all of their hard work and noted that all three of the scheduled keynote speakers have agreed to return for the 2021 Symposium in Boston. In particular, President-Elect Forry acknowledged the following:
  - Jennifer McNair - Sponsorships
  - Kris Cano & Brady Mills - Offsite Event
  - Anja Einseln - Speaker Preparation
  - Steve Butler - EventMobi
  - Kerri Heward - Abstract Review
  - Jeff Nye - Poster Presentations
  - Lisa Burdett & Kerri Heward - New and International Attendee Reception
  - Carrie Davis & Lisa Yoshida - Local Committee
  - RTI International: Nicole Jones, Erica Fornaro & Jeri Roper-Miller - Graphic design, recording, printing, signage, etc.

- Colorado Bureau of Investigation & Jan Girtten - Serving as “home base” for storage and support
- Selected 2020 Symposium content will be presented as webinars in collaboration with RTI so that relevant information can be timely shared.
- President-Elect Forry highlighted that the US TAG TC 272 now has nine member organizations and that the ASCLD Accreditation Initiative, which is supported by FTCOE, is seeking ASCLD members to serve as mentors to laboratories seeking accreditation. She also described the OSAC Standards Implementation Survey that is open for comment and encouraged member participation.

#### **Treasurer – Treasurer Rita Dyas**

- Director Dyas reported that the organization’s investments remain the same, with the renewal of one Certificate of Deposit.
- Director Dyas presented two budgets; one originally approved in January, and the second that includes changes made to the budget after cancellation of symposium. She briefly explained each of the changes made. Income was reduced significantly with the cancellation of the Symposium and reduction in membership applications. The Leadership Academy income helped minimize losses for the cancelled symposium. Since symposium finances span over multiple budget years, it is complicated. The post-symposium budget includes funding from the Payroll Protection Program (PPP) Loan, which will be forgiven when used for payroll within the appropriate time period. Any additional PPP funds will be returned. Funds allocated for future travel may not be used if travel restrictions remain in place.
- The Board will continue to monitor the budget and make additional changes if needed. The finances of the organization are sound and investment funding can be used if there is further uncertainty.

## **6. Committee Reports**

#### **Training and Education – Director Timothy Scanlan**

- Director Scanlan described Levels I and II of the Leadership Academy (LA). The fall session of the Leadership Academy Level I was very successful and they are seeking new sites for future sessions. The onsite capstone for the Level I was restructured to be online and can be taught virtually again if needed. Graduates of LA Level I since 2018 have been eligible to take the National Forensic Science Academy Forensic Manager Certification exam and many have become certified. A “bridge training” will be developed to offer graduates prior to 2018 the necessary curriculum to be eligible to take the exam. A fall program of the Level II course is also under consideration.
- Director Scanlan thanked Kris Deters for organizing the Train the Directors webinar series this year, which had strong content and attendance.
- ASCLD has entered into a new partnership MOU with RTI for the National Forensic Science Academy program.

#### **Membership – Director Jeff Nye**

- Director Nye thanked Committee member for reviewing and recommending 56 membership applications for approval. The Board of Directors approved 52 Regular members, 3 Retired members, and 1 Emeritus member.
- The Committee recognized Brooke Arnone and Jeremy Triplett, who sponsored the most new member applicants this year. A membership drive and review of the membership brochure were also completed.

#### **Ethics and Bylaws - Director Scott O'Neill**

- Director O'Neill reported that although there were no recommended changes to the bylaws this year, the Committee had received and reviewed two ethics allegations. The outcomes of the allegations were as follows:
  - Member was removed from membership for cause by action of the Board of Directors, and
  - Allegation was dismissed because there was no probable cause that the allegation was well founded.

#### **Nominating and Awards – Director Scott O'Neill**

Director Scott O'Neill congratulated the following award winners:

- Briggs White Award Recipient: Kermit B. Channell, II – Director, Arkansas State Crime Laboratory, Little Rock, Arkansas
- Member of the Year Award Recipient: Jody Wolf – Crime Lab Administrator, Phoenix Police Department, Phoenix, Arizona
- Ed Rhodes Scholarship (2019): Recipient Melissa Bradley from Idaho State Police Forensic Services successfully completed the Drug Analysis ABC exam
- Scholarship Awards:
  - Leanne Kuwahara, Graduate student from California State University, Los Angeles, Los Angeles, California
  - Miranda Shaine, Graduate student from Boston University School of Medicine, Boston, Massachusetts

#### **Advocacy – Past President Matthew Gamette**

- Past President Gamette thanked all members of the Committee and those serving as a Point of Contact (POC). He encouraged members to reach out to their POC to receive timely information and share local concerns.
- He reviewed the grant funding for fiscal years 2019 – 2021. The DNA Capacity Enhancement Backlog Reduction grant will be posted soon at BJA. Grants are not anticipated to be reduced due to COVID-19.
- Past President Gamette encouraged participation in National Forensic Science Week by reaching out to the community and federal/state lawmakers, and recognizing staff. He requested notification to the appropriate POC if reaching out to a federal lawmaker.
- He covered actions and changes to the Debbie Smith Law and Reauthorization of Paul Coverdell Forensic Science Improvement Act, as well as outlined new draft legislation that will codify OSAC 2.0.

- He described his Congressional testimony where he took opportunity to talk about improvements since the 2009 NAS report.
- He noted that the ABA Fordham meeting has been cancelled for 2020, but will be planned for next year.
- It has been an active year for Advocacy and CFSO. Past President Gamette thanked the membership and colleagues for his time on the Board.

#### **Other Committees – Past President Matthew Gamette**

The Board of Directors thanks all of the volunteers that do the work of the organization. They could not all be presented due to time, but they are all appreciated. The membership was encouraged to volunteer!

**7. Old Business** – No old business was discussed.

**8. New Business** – No new business was introduced from the floor.

#### **9. Voting Results – President Brooke Arnone**

President Arnone announced the results of the electronic voting. Executive Director John Byrd worked with members that had difficulties receiving the ballot so that all Regular Members in attendance could vote.

- **2019 Minutes** – The minutes from the 2019 Annual Business Meeting were accepted.
- **Board of Directors** – Timothy Kupferschmid, Jennifer Naugle, and Laura Sudkamp.
- Director Bruce Houlihan made a motion to destroy the ballots. The motion was seconded by Scott O’Neill with no discussion. A poll vote was called and the motion passed.

#### **10. Transition – President Brooke Arnone**

President Arnone introduced President-Elect Erin Forry as the new President. President Forry then thanked President Arnone for her leadership as President for the previous year as she becomes an ex officio member of the BoD (Past President). She welcomed the new Board members and encouraged all members to get involved in the organization.

President Forry shared information about the 2021 Symposium that will be held in Boston, Massachusetts. The venue is the Westin Copley hotel, which is located in the Back Bay area filled with historical sites and excellent options for food and drink. The planning is begin done with social distancing in mind.

#### **11. Adjournment – President Erin Forry**

Past President Brooke Arnone made a motion to adjourn. The motion was seconded by Scott O’Neill with no discussion. A poll vote was called and the motion passed unanimously.