



Organization of Scientific Area Committees for Forensic Science
Forensic Science Standards Board Meeting
October 18, 2023, 12:30 p.m. – 2:30 p.m. ET
Virtual Meeting – MS Teams - [Click here to join the meeting](#)
Call in: 443-339-4347, ID: 276 527 648#

- | | | |
|-------------------|---|-----------------------|
| 12:30 p.m. | CALL MEETING TO ORDER - ROLL CALL | Andy Smith |
| 12:35 p.m. | Old Business [Information] | Andy Smith |
| 1. | Ballot Update [Attachment] | D. Sirk |
| 12:40 p.m. | New Business [Information] | Andy Smith |
| 2. | Introduction of FSSB [<i>Name, Job, Role on FSSB, Length w/OSAC</i>] | All |
| 3. | FY2024 Meeting Schedule | A. Smith |
| a. | Monthly: 3rd Wednesday, 12:30pm ET | A. Smith |
| b. | Winter Quarterly In Person: December 12-14, 2023 [Attachment] | D. Sirk |
| c. | 2024 Quarterly Schedule: March Virtual; April/May SAC Mtgs; Sept TBD | D. Sirk |
| 4. | <u>FSSB Board</u> Member Orientation - October 18, 2:30-3:30p.m. ET [Attachment] | D. Sirk |
| 5. | <u>OSAC Member</u> Orientation - November 7, 1:30-3:00p.m. ET | D. Sirk |
| 1:00 p.m. | SAC Activities [Action/Information] | Andy Smith |
| 6. | SAC Activities | |
| a. | SAC Chair Responsibilities [SAC ToR] [Attachment] | A. Smith |
| b. | FY2023 Annual Goals Feedback | M. Najarro |
| c. | SAC Updates | SAC Chairs |
| i. | Chemistry: Trace Evidence | C. Taylor |
| 1. | Motion [Attachment] [Vote] | |
| ii. | Digital/Multimedia | L. Sims |
| 1. | Digital Evidence SC Artifact Catalog Request [Attachment] [Other Work Products] | |
| 2. | Share VITAL Proposed Standard for Comment [Attachment] | |
| iii. | Chemistry: Seized Drugs/Toxicology | M. LeBeau |
| 1. | Toxicology SC Technical Guidance Request [Attachment] | |
| iv. | Biology | C. Sobieralski |
| v. | Medicine | E. Conlon |
| vi. | Physics/Pattern Interpretation | H. Swofford |
| vii. | Scene Examination | M. Kessler |
| 1:15 p.m. | Task Group Activities [Information] | Sara Walker |
| 7. | Task Group Updates [<i>Information</i>] | TG Chairs |
| a. | Human Factors | P. Skene |
| b. | Implementer Cohort | S. Kerrigan/C. Taylor |
| c. | Legal | L. Garcia |
| d. | Long Term Strategic Plan – Action Items [Attachment] | M. Najarro |
| e. | Nominations | S. Kerrigan |
| f. | Outreach and Communications | J. Roper-Miller |
| g. | Proficiency Testing | C. Taylor |
| h. | Quality | S. Walker |
| i. | Root Cause Analysis - Actions/Solutions | TBD, M. LeBeau |
| j. | Statistics | W. Guthrie |
| k. | Terminology | S. Walker |
| l. | FSSB Member’s Task Group Assignments [Attachment] | S. Walker |



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1:30 p.m. Standards and Documents in Process [Action/Vote]

John Jones

8. SDO Published and OSAC Proposed Standards

- a. Registry Recirculations: 3 Recirculation Discussions - **BALLOTS DUE: 10/20/2023**
 - [2021-N-0010](#), Standard for Skeletal Preparation & Sampling in Forensic Anthropology Bartelink/Conlon
 - [2023-N-0010](#), Standard Practice for the Collection of pGSR Particles from Clothing, White/Taylor
Vehicles, and Other Inanimate Objects using SEM Stubs
 - [2023-N-0011](#), Standard Practice for a Physical Fit Analysis Training Program Gross/Taylor

- b. Registry Petitions: 3 Petition Discussions - **BALLOTS DUE: 10/20/2023**
 - [ASB 099-20 \(2022\)](#), Standard for Footwear/Tire Examination PT Program Kanaris/Swofford
 - [2021-N-0018](#), Standard for On-Scene Collection & Preservation of Physical Evidence Pettolina/Kessler
 - [2022-N-0039](#), Collecting/Preserving Entomological Evidence, Terrestrial Environ. Tomberlin/Kessler

- c. Registry Review: 5 New Introductions - **PETITIONS DUE: 11/8/2023**
 - [SWGDE 2022-09-22 \(22-F-003-1.0\)](#), Best Practices for Remote Collection of Digital Evidence from a Networked Computing Environment {Intro} Sims
 - [ASTM E3295-23](#), Standard Guide for Using Micro X-Ray Fluorescence (μ -XRF) in Forensic Polymer Examinations {Intro} Taylor
 - [2022-S-0036](#), Standard Method for the Chemical Testing of Copper and Lead from Suspected Projectile Impacts {Intro} Kessler
 - [2023-N-0002](#), Standard for Scene Documentation Procedures {Intro} Kessler
 - [2023-N-0027](#), Standard Guide for Forensic Trace Evidence Recovery {Intro} Taylor

9. OSAC Proposed - November

- a. Registry Petitions: 1 Petition Discussion - **BALLOT DUE: 11/17/2023**
 - [2022-S-0024](#), BPRs for Evaluative Forensic DNA Testimony Kalafut/Sobieralski

10. Cross Cutting Documents: [Attachment](#)

11. Standards Open for Comment at SDOs: [OSAC Website](#)

2:25 p.m. Action Item Recap

A. Getz

2:30 p.m. ADJOURN

2:30 p.m. FSSB New Member Virtual Orientation [Attachment](#)

Jones/Smith

Absences:

Hal Arkes

Guests or Substitutes:

Pate Skene for H. Arkes