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Secretary

Meeting Minutes
Forensic Science Oversight Board

Date: October 25, 2019 10am-4pm

Place: Massachusetts State Police Crime Lab
124 Acton Street
Maynard, MA

Members in Attendance:

Chairwoman Kerry Collins (Undersecretary for Forensic Science)
Sabra Botch-Jones (Forensic Science Expertise)
Dr. Robin Cotton (Forensic Laboratory Management 1)
Lucy A. Davis (Clinical Quality Management Expertise)
Anne Goldbach, Esq. (Committee for Public Counsel Services)
Clifford Goodband (Expertise in Statistics 2)
Lisa Kavanaugh, Esq. (MA Association of Criminal Defense Lawyers)
Adrienne Lynch, Esq. (MA District Attorneys Association)
Dr. Ann Marie Mires (Academia, Research Involving Forensic Science)
Professor Timothy Palmbach (Forensic Laboratory Management 2)
Gina Papagiorgakis (Expertise in Statistics 1)

Members Not in Attendance:

Dr. Itiel Dror (Cognitive Bias Expertise)
Judge Nancy Gertner (New England Innocence Project)
Gina Kwon (Nominee from Attorney General's Office)

The chair called the meeting to order at 10:00AM. A quorum was present

1. Minutes approval

- a. One detail was added to the draft meeting minutes. A motion (Dr. Ann Maries Mires) to accept the minutes was made, seconded (Clifford Goodband) and approved unanimously.

2. Lab tour

- a. Members of the Board were given a tour of the Massachusetts State Police Crime Lab (MSPCL) Maynard facility and the sections therein at 10:11 a.m.

3. Lab presentation (PowerPoint attached)

- a. The director of the MSPCL, Kristen Sullivan, conducted a presentation discussing: (1) annual management review document (most recent); (2) equipment list (most recent); (3) budget request submitted to General Headquarters; and (4) a synthesis/summary of the key issues and concerns from the lab's perspective arising out of these documents.
- b. The Board, MSPCL Director, Kristen Sullivan, and MSP's Deputy Chief Administrative Officer, John Cronin, engaged in a Q&A during the presentation.
 - i. The Board asked questions regarding but not limited to capital expenses, grant funding, funding from the Crime Reform Bill, the process of generating a spending plan, leased versus owned MSPCL facilities, sworn versus civilian sections and personnel, and the drug analysis unit's backlog.
 - ii. The board requested the following information from the lab to be provided before the November 20th meeting:
 - 1. Updated spreadsheet with the accurate condition of the 26 assets that are 10 years or older.
 - 2. The percentage that is annual budget and grant budget. Of the annual grant funds that the lab gets, how much does the lab depend on these funds to operate?
 - 3. An indication of where BODE spending is reflected, and the dollar amount for all send-outs.
 - 4. A breakdown of the average overtime hours the analysts (both civilian and sworn) work by department.
 - 5. How many scientists hold certifications?

6. A reasonable needs list from the lab.

4. Audit discussion

- a. The Board discussed their next steps and decided on completing a report to be filed by the end of 2019 of their findings with recommendations to help the MSPCL operate at their optimal level
- b. Board members agreed to write their own paragraph(s) addressing a section of the statute. Lisa Kavanaugh and Timothy Palmbach stated that they would work on section D, Robin Cotton and Sabra Botch Jones stated that they would work on section E and F and Lucy Davis stated that she would work on section G.

5. Public comment

No public comment. A motion (Ann Marie Mires) to adjourn was made, seconded (Cliff Goodband) and approved unanimously.

6. Action Items

- a. The Massachusetts State Police Crime Lab will be providing a response to the Board on November 8th.
- b. EOPSS will structure a report to present to the Board on November 8th, Board members will submit their writing to incorporate into the report, to EOPSS by November 15th.