



The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
One Ashburton Place, Room 2133
Boston, Massachusetts 02108

Tel: (617) 727-7775

TTY Tel: (617) 727-6618

Fax: (617) 727-4764

www.mass.gov/eops

CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

DANIEL BENNETT
Secretary

Sexual Assault Evidence Kit Tracking System Task Force

Executive Office of Public Safety and Security

One Ashburton Place, Room 2133

Boston, MA 02108

September 5, 2018

Meeting Minutes

Members Attending: Undersecretary Matt Moran (Chair), Executive Office of Public Safety and Security (EOPSS); Lindy Aldrich, Victim Rights Law Center; Michelle Bowdler; Maureen Gallagher, Jane Doe, Inc.; Liam Lowney, Massachusetts Office for Victim Assistance; Susie Marshall, Middlesex County District Attorney's Office; Erica Neu, Boston Police Department Crime Laboratory; Katia Santiago-Taylor, Boston Area Rape Crisis Center; Joan Sham, Sexual Assault Nurse Examiner Program; Jennifer Sprague, Plymouth County District Attorney's Office; Kristen Sullivan, Massachusetts State Police Crime Laboratory; Patricia Sullivan, Medford Police Department

Others Attending: Katherine Alford, Department of Public Health; Jack Buckley, Medford Police Department; Doug Levine, EOPSS; Shannon Sullivan, EOPSS

The meeting was called to order at 10:05am

Introductions, Open Meeting Law Overview, Statutory Overview

Chairman Moran offered opening remarks about expectations for the members.

Members introduced themselves to the Task Force.

EOPSS Deputy General Counsel Shannon Sullivan gave an overview of the open meeting laws and attendant obligations, including a requirement to complete the Commonwealth's conflict of interest law training on-line at the following link: <http://www.stateprog.eth.state.ma.us/>

EOPSS Special Counsel Doug Levine gave a summary of sexual assault evidence kit (SAEK) related sections of Chapter 69 of the Acts of 2018 (the new criminal justice reform law), with a focus on section 11, which created the Task Force.

Developing Recommendations for SAEK tracking system

Chairman Moran discussed the primary function of the Task Force to develop a set of recommendations on tracking system capabilities.

There was a short discussion about the Commonwealth's procurement process and timeline.

Pursuant to section 228 of the statute, the overall timing for rollout utilizing a phased implementation process is initial rollout by June 30, 2019, and full participation by December 1, 2019.

It was noted that a new tracking system will potentially be a third system involved in the tracking of kits, as the crime labs have their systems, and many police departments have systems in place as well.

Each Task Force member was asked to consider and write up a synopsis detailing what his/her organization's core needs are that should be considered for incorporation into any tracking system the Commonwealth procures for statewide deployment (e.g., type of information that should be accessible to a particular stakeholder, privacy and security concerns, customizable features, equipment needed, etc.). Each member was also asked to define his/her potential universe of users for the tracking system.

All documents relative to this tasking should be sent to Doug Levine, EOPSS's Special Counsel, by Wednesday, September 26, 2018.

Funding / Grant Solicitation

A discussion ensued led by the Chairman about utilizing an off-the-shelf, cloud-based software as a service, which would be managed by a vendor.

It was noted that the Administration has set aside funding to stand up a new tracking system.

A discussion then transpired regarding the fact that federal grant funding wouldn't necessarily comport with our statutory timelines, and is likely not a sustainable course of action for a tracking system that will be utilized by the Commonwealth for years to come. Such funding should be built into the state's budget. However, it was indicated that even if the Commonwealth does not end up pursuing grant funding, that would not preclude an individual organization from applying for a particular grant(s), including private grants.

Members also noted that grant funding could be pursued for purposes of education, outreach, and training.

Members discussed looking at the Idaho State Police SAEK tracking system as model. However, it was noted that that system required a strong information technology support system within a state.

Methods to Improve Transportation

There was an overall discussion led by the Chairman about whether current methods to transport SAEKs throughout the state presented problems, and whether the Task Force needed to focus its efforts on this topic.

A short discussion among members involved the idea of mailing SAEKs to a crime lab for testing, and the consensus among the group appeared to be that for a host of reasons including chain of custody issues, it is not a good idea to have any mail carrier involved in the delivery of SAEKs.

Scheduling for Future Monthly Meetings

The Task Force agreed to meet on the first Wednesday of each month for at least the next three months.

The next meeting will be held at EOPSS on Wednesday, October 3, 2018, at 10:00am.

The meeting was adjourned at 11:44am.