

CALIFORNIA CRIME LABORATORY REVIEW TASK FORCE

Minutes, July 23, 2009
1300 - I Street
Sacramento, California

Member Present: Dane Gillette (Chair), Barry Fisher (Vice Chair), Greg Matheson, Jennifer Mihalovich, Jim McLaughlin, Robert Jarzen, William Thompson, Jeff Rodzen, Charlotte Wacker, Dolores Carr

Staff Present: Mike Chamberlain (DOJ - Staff Counsel), Colleen Higgins (DOJ-Admin), Leah Barros (DOJ-Admin)

Members of the Public: Mary Gibbons (Director, Oakland Police Department Crime Lab); Bill Phillips (Criminalist Manager, DOJ, BFS); Kevin Davis (CHP); Jill Spriggs (Chief, DOJ, BFS)

Chair Dane Gillette called the meeting to order at 10:40 a.m.

Minutes

The June meeting minutes were approved by motion and vote.

Final Report

Bob Jarzen provided copies of the accreditation subcommittee report.

Dane Gillette met with staff DOJ's publications unit to discuss the editing, formatting, and printing of the final report. The final draft will be submitted to that unit by mid-September to meet the October publication deadline. The DOJ publication team will handle the executive summary, but require an otherwise complete draft including specific recommendations.

Jill Spriggs will provide corrections to BFS data to Dane.

It was suggested that future revised drafts be clearly marked "DRAFT" and indicate the revision date in a footer.

The group elected to attribute individual chapters to the author teams, while noting that all recommendations reflect a consensus of the entire Task Force.

DOJ will conduct further edits in the next few weeks and submit a revised draft to the Task Force before the August meeting for review.

Task Force members will write individual bios for inclusion at the end of the report.

Hard copies of the final report will be provided to Task Force members, their appointing authorities, and the legislated recipients. The report will be available in electronic format, and all supporting data will be compiled and available on CD. This will include survey responses and presentation materials.

Edits

For the remainder of the meeting, the Task Force reviewed the current draft of the final report and discussed edits and other revisions to the various sections.

Future Meeting Schedule

August 20, 2009: Los Angeles

September 23, 2009: Sacramento

The group will consider holding a press conference in Sacramento in October to announce the release of the report.

Chair Gillette adjourned the meeting at 3:05 p.m.