

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

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

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); Wayne Biluwit (Los Angeles Sheriff's Department); Clay Larson (Dept. of Public Health); Nick Muyo (Santa Clara County District Attorney Investigator)

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Chair Dane Gillette called the meeting to order at 10:45 a.m., and welcomed Task Force members, staff, and guests.

August Minutes: The group discussed whether the minutes accurately reflected a commitment to a statewide body "in principle" or more fully. A motion to remove the "in principle" text lost, and the minutes (with a spelling correction) were approved by motion and vote.

Chronology of Final Report Printing & Distribution

Department of Justice fiscal restraints have limited the number of staff available to work on the final report, and the October deadline will not be met. The report will be submitted at the end of November instead. Today is the last opportunity for editorial input from Task Force members.

Colleen Higgins reported that the Chair of the Senate Public Safety Committee agreed with the Task Force's request to extend the deadline for the report, and agreed to up to one additional year to address the oversight issue

Chair Gillette will review a proof of the formatted report in November, and will contact the Task Force if he identifies issues or problems that the group should consider. The report will include photographs of the laboratories that hosted meetings. One "sidebar" in the report will be a discussion of laboratory information management systems. Dane invited suggestions for additional sidebars and "pull-quotes" from the survey responses to enhance the visual presentation of the report.

DOJ will print 350 copies of the final report. Recipients will include the Legislature, the Governor, the Department of Finance, Task Force members and their appointing agencies, laboratory directors, and speakers who gave presentations to the Task Force. Additional hard copies will be available for dissemination as appropriate, e.g., the

California District Attorney's Association. Electronic copies of the report will be available free of charge on-line.

The CAC salary survey obtained by Jeff Rodzen will be incorporated as an appendix.

DOJ will issue a press release announcing the publication of the report. All Task Force members are invited to participate in the release event.

#### Supplemental Report

The Task Force agreed to begin meeting to discuss the sole issue of statewide oversight beginning in December, and concurred that meetings will occur every two months in Los Angeles and Sacramento on an alternating basis for the following year.

#### Edits

The group discussed and made additional "fine-tuning" edits to the report.

#### Conclusion

Chair Gillette thanked and commended the Task Force members for their diligent work on this project, and anticipated favorable reaction to a carefully-crafted and valuable report.

The meeting was adjourned at 2:30 p.m.