

TEXAS FORENSIC SCIENCE COMMISSION – AGENDA

December 12, 2008 - 9:30 A.M.

**Doubletree Hotel – San Antonio Airport
37 NE Loop 410
San Antonio, Texas 78216**

During this meeting, the Commission may consider and take action on the following items. The Commission shall have morning breaks and a brief lunch break during the meeting:

9:30 A.M. – OPENING COMMENTS (Bassett)

APPROVAL OF MINUTES FROM OCTOBER MEETING

OFFICE UPDATE (Tomlin)

Website status/hit report
Laptop purchase update
Office Correspondence/Complaint Form letters sent
Fire Marshal letter and documents sent
Emails and responses to potential fire expert candidates

MOBILE CRIME LAB DISCUSSION (Bassett)

Comments from Judge Hervey if present
Comments from The Justice Project
Comments from Dr. Kerrigan on crime lab at Sam Houston State University
Discussion of quality control objectives

DISCUSSION OF CURRENT FORENSIC LABORATORY ACCREDITATION PROGRAMS (Natarajan, Eisenberg, Kerrigan, Watts)

Program shortcomings
Quality improvements
State and national accreditation program comparisons

DISCUSSION OF COMMISSION DEVELOPING THEIR OWN ACCREDITATION CRITERIA

LEGISLATIVE BUDGETING (Bassett)

Contact with Legislative Budgeting Board
Update on any legislative budgeting activity

PUBLIC INFORMATION ACT/OPEN MEETINGS ACT (Bassett)

Open Records/Open Meetings Act discussion
Information sharing with DPS

PUBLIC COMMENT PERIOD

UPDATE ON TEXAS REGISTRY POSTING FOR FORENSIC EXPERT (Tomlin)

Finding of Fact letter
Invitation for Offers
Matrix
Website link to posting
SHSU purchasing department procedures

**FURTHER CONSIDERATION OF POTENTIALLY AVAILABLE EXPERTS
SUBMITTED BY COMMISSION MEMBERS (Eisenberg, Natarajan)**

Willis/Willingham (Natarajan)
Moon (Eisenberg)

WILLIS/WILLINGHAM INVESTIGATION

Review offers/responses to Invitation for Offers
Selection of Expert
Next steps for case

MOON INVESTIGATION

Review and approval of Invitation for Offers
Review and approval of Matrix
Communication with potential candidates
Review scope and qualifications of experts to be posted

**REVIEW OF ANY COMPLAINT FORMS RECEIVED AND FINAL DECISIONS
TO DENY OR REVIEW**

**REVIEW OF AGENDA ITEMS/ASSIGNMENTS TO BE COMPLETED BEFORE
NEXT MEETING**

**SCHEDULE/LOCATION FOR FUTURE MEETINGS & AGENDA FOR FUTURE
MEETINGS**

CLOSING DISCUSSION/QUESTIONS/COMMENTS – ADJOURN