



State of Connecticut

DIVISION OF CRIMINAL JUSTICE

COMMISSION ON THE STANDARDIZATION FOR THE COLLECTION OF EVIDENCE IN SEXUAL ASSAULT INVESTIGATIONS

Meeting Minutes
June 12, 2023

Virtual Meeting

1. **Attendance:** State's Attorney Anne Mahoney (Windham State's Attorney's Office), Chairperson, Kim McKinnon (SAFE Program Training Manager), Chief Brian Gould (Bristol Police Department), Dr. Lisa Pavlovic (Child Abuse Pediatrician/ Director Yale Child Abuse Clinic), Linda Cimino (Director of the Office of Victim Services), Denise Covington (Program Manager), Marielle Daniels (Director of Regulatory Advocacy – CHA), Kelly Davis (New Haven State's Attorney's Office, Assistant State's Attorney), Bethany Hamilton (Director of Policy and Public Relations), Janelle Liebla (Windham State's Attorney's Office, Secretary II), Lisa Daymonde (Director of DCF's Careline Operations), Dr. Karen Jubanyik-Barber (Director of the Department of Emergency Services, Associate Professor), Linda Cimino (Director of the Office of Victim Services), Sgt. Frank Mugavin (CSP, Sgt. with WDMC), Jessica Gleba (DESPP, Forensic Lab), Sevasti Papakanakis (Leadership Associate-Assistant Director FB/DNA), Sherylyn Watson (Associate Deane of Academic Affairs, Assistant Professor)
2. **Approval of Minutes:** March 20, 2023 minutes approved. Gould motioned to approve, Covington seconded. Daniels abstains (absent at last meeting). All others approved.
3. **Introduction:** Covington introduced Kim McKinnon. McKinnon is the new SAFE program training manager starting Friday, June 16, 2023.
4. **Small Workgroups updates:**
 - a. **Law Enforcement Group:** Mahoney will send Davis information for intern to look into legislative history and find out how we started using "anonymous", etc. Davis will have intern look at language and guidelines.
 - b. **Medical Group:** Did not meet. To figure out who's in all of these groups and when to meet. Funding/Sharmese Walcott is tabled in light of all changes.
 - c. **Video Group:** n/a
 - d. **Survivors Group:** Hamilton discussed anonymous (factually incorrect vs. statute vs. technical guidelines).

5. **Report from SAKI Workgroup:** New tracking systems for kits. Introduction session tomorrow. Emily in charge of, Amanda (from Beth Hamilton) in charge of tweaks. Mahoney unclear regarding victim going again.
6. **Report from SAFE Committee:** 2023 class finished. 28 new SAFEs. Covington started working on the fall class – applications are out now. Currently there are 165 SAFEs eligible to practice in CT. Back to pre-pandemic levels.
7. **Memorandum:** Mahoney sent out new memorandum draft dated 05/31/2023. Lab says we should still be getting blood/known sample. Papakanakis will draft up something new today, then provide to Mahoney and send out to voting members for 07/01/2023. Clarification needed for if you have purple top vs. if you don't have purple top.
8. **Contract for Kits:** We have been buying kits from Sirche without contract. Need an RFP upon completion of kit revision. Need to publish bid and then get contract.
9. **Technical Guidelines:** Technical guidelines should reflect kit. Making changes to kits have to match technical guidelines. Not a revision, a complete re-write. Want to make it easier to follow and user friendly – perhaps a summary of broken down parts, make an easier table of contents. Make it a searchable document.
10. **Old Business:** n/a
11. **New Business:** n/a
12. **Motion to Adjourn** – Meeting adjourned. Workgroups will be established by September. Next meeting September 18, 2023.