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**Minutes**  
**Microscopic Hair Comparison Case Review Subcommittee of the**  
**Forensic Science Board**  
**January 5, 2022**  
**Department of Forensic Science, Central Laboratory, Classrooms 1 and 2**

**Subcommittee Members Present**

The Honorable Megan L. Clark, Prince Edward Commonwealth's Attorney - *Subcommittee Chair*  
(Participated remotely pursuant to Virginia Code § 2.2-3708.2)

Lieutenant Colonel Tracy Russillo (Designee of Colonel Gary T. Settle, Superintendent, Virginia State Police)

Michael HuYoung, Esquire

**Staff Members Present**

Amy C. Jenkins, Department Counsel

Jessica B. Norton, Legal Assistant

**Call to Order by Subcommittee**

The Honorable Megan L. Clark, Chair, called the meeting of the Microscopic Hair Comparison Case Review Subcommittee ("Subcommittee") to order at 11:01 A.M. Ms. Clark advised that she would be participating remotely pursuant to the FSB's Policy on Participation of Forensic Science Board Members in Meetings by Electronic Means Pursuant to Virginia Code §2.2-3708.2. Ms. Clark noted that she was participating by telephone from Farmville, Virginia, due to weather and travel conditions, as she had for the Forensic Science Board meeting.

**Adoption of Agenda**

The Chair asked if there were any additions or changes to the draft agenda for the meeting. Being none, Lt. Col. Russillo made a motion to adopt the agenda, which was seconded by Mr. HuYoung and adopted by unanimous vote of the Subcommittee.

**Adoption of Draft Minutes of the September 2, 2020 Meeting**

The Chair asked if there were any changes or corrections to the draft minutes from the September 2, 2020 meeting. Being none, Lt. Col. Russillo made a motion to adopt the minutes, which was seconded by Mr. HuYoung. Lt. Col. Russillo adopted the motion. Ms. Clark and Mr. HuYoung abstained from the vote since they were not present for the September 2, 2020 Subcommittee meeting.

**Review Team Recommendations**

Amy Jenkins, Department Counsel, presented for the Subcommittee's consideration the recommendations of the Review Team from its November 15, 2021 meeting. Mr. HuYoung moved that the Subcommittee go into a closed session pursuant to Virginia Code §2.2-3711(A)(35), because the Subcommittee would be discussing specific information from criminal

47 investigative files as part of the Review Team's results, which was seconded by Lt. Col. Russillo  
48 and approved by unanimous vote of the Subcommittee.

49  
50 The Subcommittee met in closed session. Department Counsel Amy Jenkins and Legal Assistant  
51 Jessica Norton remained in the closed session to assist the Subcommittee members with its  
52 consideration of the Review Team's recommendations.

53  
54 The Subcommittee concluded the closed session and reconvened in an open meeting.

55  
56 A roll call vote was taken of each Subcommittee member to certify that, to the best of each  
57 member's knowledge, only exempt information was discussed, and only matters identified in the  
58 motion were heard, considered and discussed. The Chair, Lt. Col. Russillo and Mr. HuYoung each  
59 certified that only exempt information was discussed, and only matters identified in the motion  
60 were heard, considered and discussed.

61  
62 The Subcommittee directed DFS staff to move forward with preparing notification letters for the  
63 two cases agreed upon during the closed session.

64  
65 Ms. Jenkins updated the Subcommittee on the continuing research for conviction orders and  
66 transcripts for the project.

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68 **Public Comment**

69  
70 There were no members of the public in attendance.

71  
72 **Adjournment**

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74 Mr. HuYoung made a motion that the meeting of the Subcommittee be adjourned, which was  
75 seconded by Lt. Col. Russillo, and passed by unanimous vote.

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77 The meeting adjourned at 11:28 a.m.