



## September 16, 2025

<b>9:00 a.m. – 9:10 a.m.</b>	<b>CALL MEETING TO ORDER, ROLL CALL, HOUSEKEEPING</b>	<b>Andy Smith</b>
<b>9:10 a.m. – 9:45 a.m.</b>	<b>OPO UPDATES [Information]</b>	<b>John Jones</b>
1. Budget Update		J. Jones
2. OPO's External Partnerships		J. Jones
3. Communications Updates [Attachment]		A. Getz
4. Implementation and Open Enrollment Updates		V. Desiderio
<b>9:45 a.m. – 10:45 a.m.</b>	<b>PROGRAMMATIC - Session I [Information/Discussion]</b>	<b>Andy Smith</b>
5. SAC Updates: <i>SAC Chairs provide an update on SAC accomplishments</i>		SAC Chairs
a. Biology		C. Sobieralski
b. Chemistry: Seized Drugs/Toxicology		M. LeBeau
c. Chemistry: Trace Evidence		C. Taylor
d. Digital/Multimedia		W. Trenkle
e. Medicine		E. Conlon
f. Physics/Pattern Interpretation		H. Swofford
g. Scene Examination		M. Kessler
<b>10:45 a.m. – 11:45 a.m.</b>	<b>PROGRAMMATIC - Session II [Information/Discussion/Action]</b>	<b>Jeff Gurvis</b>
6. Task Group Updates: <i>TG Chairs provide an update on Task Group Activities</i>		
a. Goals/Deliverables [Attachment]		M. Najarro
b. Human Factors		P. Skene
c. Legal		L. Garcia
d. Nominations [Attachment] [VOTE]		S. Kerrigan
e. Outreach/Communications		J. Roper-Miller
f. Quality		C. Nigra
g. Statistics		W. Guthrie
h. Terminology		C. Nigra
a. 3 Preferred Terms Passed; Added to the <u>Lexicon/Preferred Terms</u>		
i. Validation		
J. Gurvis/H. Swofford		
j. Interpretation Scales		J. Nye/J. Jones
k. Process Improvement		J. Gurvis/L. Sims
l. Resource Task Group Work Products		OPO
a. Training Standards Progress Update		RTG Chairs/Liaisons
b. Transition of RTG Work Products to ASTM E30.11?		OPO
m. Sunset Task Groups [Attachment]		OPO



**11:45 a.m. – 12:00 p.m. PROGRAMMATIC - Session III [Information]**

**John Jones**

**7. SDO Published & OSAC Proposed Standards**

- a. Registry Passed, Placed on Registry in September
  - i. ASTM E2926 Test Method for Forensic Comparison of Glass Using Micro X-ray Fluorescence ( $\mu$ -XRF) Spectrometry
  - ii. 2024-S-0016 Standard for Case File Management and Reporting in Forensic Anthropology
- b. Registry Passed, Placed on Registry in October
  - i. 2024-S-0017 Standard Guide for Forensic Physical Fit Examination of Documentary Evidence
  - ii. 2024-S-0023 Standard for the Systematic Verification of Alternative Training Aids for Detection Canine Disciplines
  - iii. 2025-S-0010 Standard Practice for Reporting Results of the Analysis of Seized Drugs
  - iv. 2025-S-0011 Standard Practice for Polarized Light Microscopy in the Forensic Examination and Comparison of Soils
  - v. 2025-S-0012 Best Practice Recommendations for Publicly Sharing Short Tandem Repeat Data from Wildlife Panels
  - vi. 2025-S-0013 Standard for a Quality Assurance Program in Forensic Anthropology
  - vii. 2025-S-0014 Guidelines for a Quality Assurance Program in Forensic Anthropology
- c. New Document Concepts, Passed, Human Forensic Biology (2)
- d. Registry Petition Discussion: None
- e. Registry Review: None
- f. Registry Management: None
- g. 5-year Review for Registry: December 31, 2025 [[List of Documents](#)]

**12:00 p.m. – 1:00 p.m. LUNCH BREAK**

**On Own**

**1:00 p.m. – 4:15 p.m. OPERATIONAL - Session I [Information/Discussion/Action]**

**OPO/FSSB**

- 8. OSAC Reorganization and Reprogramming Efforts and Conclusions
  - a. FSSB Professional Association Representatives Roles [[Attachment](#)] [[VOTE](#)]
  - b. Legal and Human Factors Task Groups Assignments on SACs and SCs
  - c. Finalize SAC and Subcommittee Structures
    - i. Bloodstain Pattern Analysis SC Move to Scene Examination SAC [[VOTE](#)]
  - d. SAC Operations
    - i. Delegation of Authority to SACs
    - ii. Strategies, Goals, and Deliverables for FY26
    - iii. SDO/OSAC Combined Joint Ventures Approvals
    - iv. Redefine Scopes for Subcommittees [[Attachment](#)]
    - v. Engagement with SDOs
    - vi. OPO Staff Supporting SACs
    - vii. Plans for Future SAC Meetings

Jones

TG Chairs

Jones

**4:15 p.m. WRAP UP, REVIEW PARKING LOT ITEMS, PLAN FOR DAY 2; ADJOURN**

**Andy Smith**



## September 17, 2025

- 9:00 a.m. – 9:10 a.m. CALL MEETING TO ORDER, ROLL CALL, HOUSEKEEPING** **Andy Smith**
- 9:10 a.m. – 12:00 p.m. OPERATIONAL - Session I [Information/Discussion/Action]** **OPO/FSSB**  
**Desiderio/Jones**
9. OSAC Reorganization and Reprogramming Efforts, Decisions, Discussions  
a. Standards Review Panel  
i. Composition – Chair and Members  
ii. Delegation of Authority to Standards Review Panel and Approval Authority  
iii. Process and Instructions  
iv. Timeline for Standard Reviews
- 12:00 p.m. – 12:30 p.m. LUNCH BREAK**
- 12:30 p.m. – 2:00 p.m. OPERATIONAL - Session II [Information/Discussion/Action]** **OPO/FSSB**  
**John Jones**
10. OSAC Governing Documents Revisions [Information] [Attachments]  
a. Charter/Bylaws  
i. Unit ToRs  
b. Code of Responsibility  
c. Nominations Procedure  
d. Mandatory Requirements Document [Information] **Gurvis/Sims**  
11. OSAC Awards Review [Attachment] **Donna Sirk**  
12. Election of 2025-2026 FSSB Officers **John Jones**  
a. FSSB Executive – Chair, Vice Chair, Secretary  
b. Recognitions
- 2:00 p.m. PUBLIC FEEDBACK SESSION** **Andy Smith**
- 2:20 p.m. ACTION ITEM RECAP** **Donna Sirk**
1. VOTE:  
2. ACTIONS:  
3. Reminders:
- 2:30 p.m. ADJOURN**