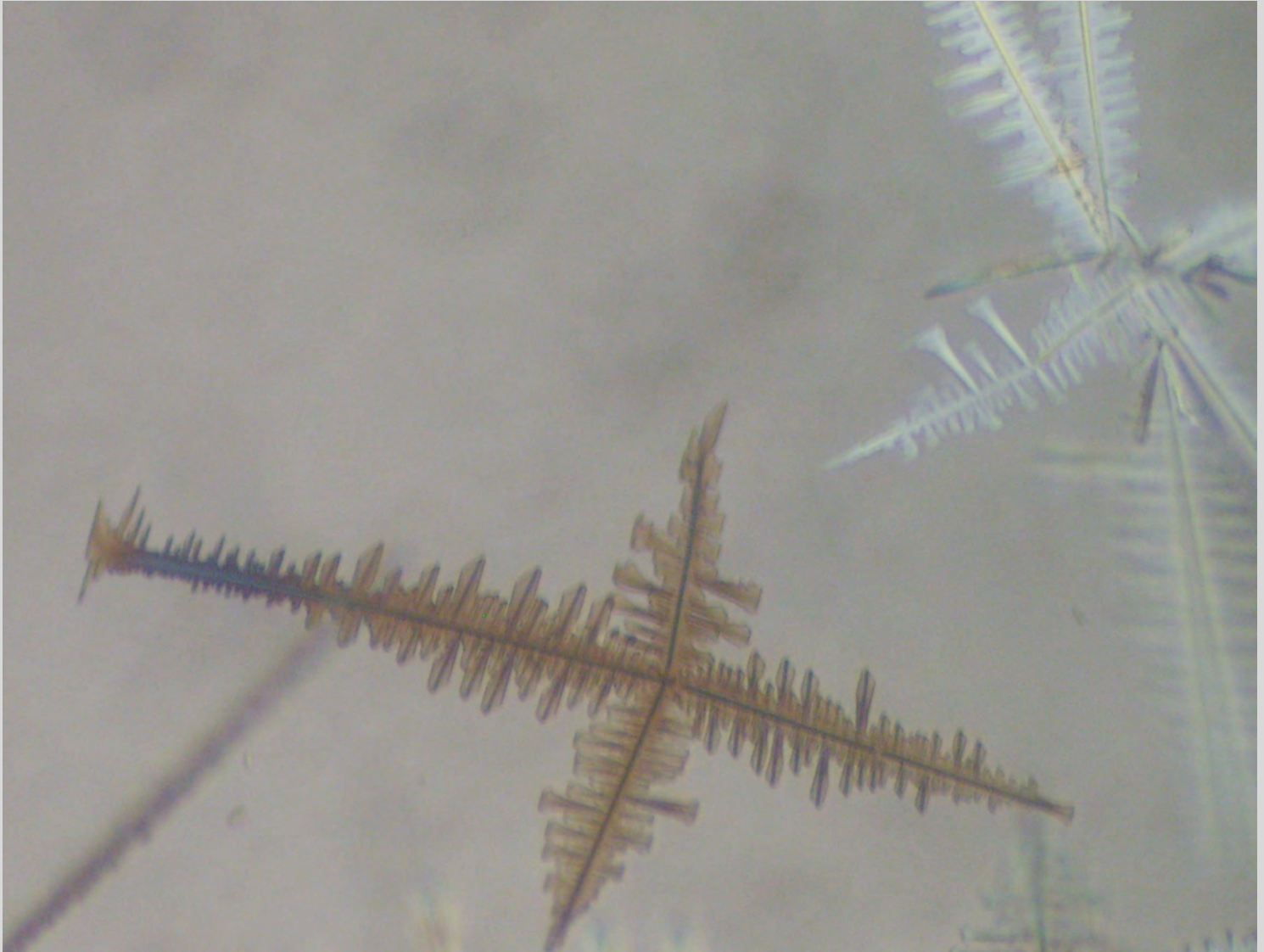


# *NEAFS Newsletter*

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Volume 38, Issue 3

2013, 3rd Quarter



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- A NEW ARTICLE –
  - NEAFS STUDENT AWARDS: REFLECTIONS OF PAST RECIPIENTS ON THE AWARD'S IMPACT

## Board of Directors 2013

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# NEAFS Organizational Staff 2013

## **Past President**

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## **Executive Secretary**

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## **Education Chairperson**

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## **Registration Chairperson**

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## **Publications Chairperson**

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## **Awards Chairperson**

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## **Ethics Chairperson**

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## **Corporate Liaison**

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## **Membership Dues Contact**

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## **Site Chairperson**

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# NEAFS President's Message

Greetings and Happy Holidays –

As many of you are probably thinking to yourselves, I, too, am saying “Where did 2013 go?” It’s been a whirlwind for me both personally and professionally and thankfully, the year is closing on a happy note. I hope it is for you too!

September not only brought us a gorgeous fall but a fantastic NEAFS Annual Meeting. Program Chair Kevin MacLaren put together an amazing lineup with a focus on JFK’s assassination; the forensic perspective both then and now. I was absolutely captivated by the education I got on it and I’d always considered myself relatively well-schooled on the event. I was also pleased to see how engrossed everyone in the audience was. I’m on the older end of the age spectrum and this happened several years before my birth and even those born almost thirty years after JFK’s death were completely absorbed in the discussion. Then in November, I found myself watching some of the television specials commemorating the date and realized how much more anyone at our meeting knows about the incidents surrounding the assassination than the average person. So thank you Kevin, for putting on such a great meeting!

Kevin tried a new format this year by having the NEAFS Business Meeting as a luncheon in the middle of the meeting and it was a rousing success. We weren’t all tired out from a week of meetings and most everyone was still around. The degree of attendee interaction was definitely up from previous years. In addition, everyone attending the meeting got to hear the results of what the BOD has been working on. The NEAFS Bylaws were officially put into action and the BOD got to welcome a new Director in Tiffany Ribadenyra. We also voted into Life Membership, George Chin – an honor he thoroughly deserves.

The other award I was thrilled to announce was the NEAFS Meritorious Service Award that was bestowed upon Vincent Desiderio. His dedication to our organization is unparalleled and we are extraordinarily lucky to count him as a member and Past President. Unfortunately, he wasn’t able to stay through most of the meeting: those of you who were at the luncheon may recall me leaving the room immediately after announcing Vinny’s award, we’d actually been able to get him on an iPhone on Facetime so I was able to tell him the good news “in person.”

This will be my last address to you as President and I want to thank each and every one of you for your support. Due to unforeseen circumstances, I wasn’t able to be as active a President as I had hoped to be but I did enjoy my tenure and look forward to continuing my contributions to the organization for many years to come. With Kevin MacLaren taking of the reins as President and the rest of the BOD in place, your organization is in extremely capable hands!

Wishing all of you a very happy holiday season and a healthy, prosperous 2014. See you in Hershey!

Warmest Regards,



Andrea Belec  
NEAFS President - 2013



# TRANSCEND

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## NEAFS Student Awards: Reflections of Past Recipients on the Award's Impact



*Kaitlin Hafer, Cedar Crest College, 2012 Recipient of George W. Neighbor Jr. Memorial Scholarship*

Over the past three years, NEAFS has contributed to a number of positive experiences in my life. In October of 2012, shortly after finding that I received the George Neighbor scholarship, Cedar Crest College hosted a Leadership Lecture with a former AAFS president, Joe Bono, as the keynote speaker. During his presentation, Mr. Bono mentioned a research project he learned about at the 36<sup>th</sup> annual NEAFS conference (a conference that I did not attend). The study he mentioned happened to be a portion of my undergraduate research project. I was floored and humbled when I realized that he was speaking about me. I was also able to present and share projects that I have been a part of at the 37<sup>th</sup> and 38<sup>th</sup> annual conference meetings. With the upcoming conference in September, I hope to do the same.

At the 38<sup>th</sup> annual NEAFS meeting in November of 2012, I was awarded the George W. Neighbor Jr. Memorial Scholarship. The award was quite an honor. There is nothing more gratifying than knowing that other scientists view your work and potential as an asset to the field. Attending the luncheon at which I received the award allowed me to converse with other award recipients, as well as some of the leading names in forensic science in the northeast, which was an invaluable experience. Not only did I receive a scholarship to help me defray some of my college expenses, but I was able to network with other individuals.

In the fall of 2013 I will be entering my 2<sup>nd</sup> year as a graduate student at Cedar Crest College pursuing a Master's degree in Forensic Science. My thesis project is entitled "*An analysis of heavy metal content in various brands of cigarette ash by atomic absorption spectroscopy.*" I anticipate graduating in May 2014 with the hopes of a career in either toxicology or analytical chemistry.





*Heather Moody, Cedar Crest College, 2012 Recipient of Peter De Forest Student Research Award*

I won the 2012 Dr. Peter R. De Forest Collegiate Project Competition's Best Poster Presentation award. My poster displayed the research where I compared several chemical enhancement methods for two-dimensional footwear impressions with the hope of determining a "best practices" for this type of evidence. It meant a great deal to me that my poster was chosen for this award. To win an award named after such a monumental figure in Forensic Science is simply amazing.

This award has shown me that I should follow my passion and continue to pursue a career in forensic science. Winning this award also demonstrated that I can explain my research to both people familiar and not-familiar with the topic. This skill will be helpful to me in the future as a forensic scientist when I have to interact with the various members of the criminal justice system.

I graduated with my B.S. in Biochemistry and a concentration in Forensic Science at the end of December at Cedar Crest College. I am still at Cedar Crest and am currently working towards my Master of Science in Forensic Science. I am continuing research in the field of footwear evidence but am investigating how soil changes on footwear due to walking and running. I aspire to be a forensic scientist after I graduate because I want to help find the truth behind the pieces of puzzles that are found as items of physical evidence in criminal investigations. Being a Peter De Forest Student Research Award winner provides me with the motivation to reach my goal.

James J. Mahoney

January 28, 1928 – November 21, 2013

James J. Mahoney, retired college instructor and administrator and former Detective Sergeant, Nassau County Police Department, passed quietly in the presence of family.

Son of the late Mary Daly Mahoney and Lt. James J. Mahoney of the Long Beach Police Department, he was pre-deceased by his beloved wife, Rosemarie and daughter Theresa, sister Eva Mahoney and brother Rev. John F. Mahoney.

Jim Mahoney served as an MP in the United States Army in the Philippines, was an early member of the Nassau County Police Department forensic investigations laboratory, taught criminal justice at Marist College and Dutchess Community College in Poughkeepsie, and finally retired as Director of Campus Safety at the Culinary Institute of America in Hyde Park, New York.

He is survived by sons James J. Mahoney III, Cpt. Daniel P. Mahoney, NY Ass't Deputy Attorney General Paul J. Mahoney, and four grandchildren and their families.

Internment was at St. Charles Cemetery, Farmingdale, with Nassau County Police and United States Army honors.

Thank you,  
Paul J. Mahoney



# Training Opportunities

## June 2014

Inter/Micro: 66th Annual Applied Microscopy Conference - [www.mcri.org](http://www.mcri.org) Hosted by: McCrone Research Institute, Chicago, IL, USA June 2-6, 2014 Contact: Julie Antia, e-mail: [intermicro@mcri.org](mailto:intermicro@mcri.org), Phone: 312-842-7100, Fax: 312-842-1078 Inter/Micro is an internationally recognized conference that attracts microscopists from all areas of light and electron microscopy. Research presentations during the first three days cover techniques and instrumentation, environmental and industrial microscopy, and forensic and chemical microscopy. The final two days will be a hands on microscopy workshop (subject/topic TBA).

Northwestern University Center for Public Safety in Evanston, Illinois Shooting Incident Reconstruction I June 23-25, 2014 Contact Ruthy at NWU for more info at (847) 467-7546.

## August 2014

Northwestern University Center for Public Safety in Evanston, Illinois Shooting Incident Reconstruction II August 25-27, 2014 Contact Ruthy at NWU for more info at (847) 467-7546.

## October 2014

Northwestern University Center for Public Safety in Evanston, Illinois The Scientific Basis for Fracture Match Identification October 6-8, 2014

Contact Ruthy at NWU for more info at (847) 467-7546.

NEAFS Training Scholarship Forms:

[TSF Instructions](#) | [TSF Pre-Approval Application](#) | [TSF Reimbursement Application](#)

If you have training in the field of forensic science and would like to have it posted on the NEAFS web site, contact the NEAFS webmasters: [jobs@neafs.org](mailto:jobs@neafs.org)

# Employment Opportunities

## **Southern University at New Orleans, New Orleans**Assistant/Associate Professor of Forensic Science and Director of the program

Asst./Assoc. Prof. of Forensic Science and Director of the program, full-time. Duties include but are not limited to provision of effective leadership to a new academic program to facilitate enrollment, retention and program completion; the teaching of lower and upper level forensic science and related courses to undergraduates; research; mentoring students and grant writing. Experience in accreditation from the Forensic Science Education Programs Accreditation Commission (FEPAC) is preferred. Status: Full time. Tenure track. Minimal qualifications: Candidates must have a Ph.D. in Forensic Science with a concentration in Analytical Chemistry, Quantitative Analysis and Instrumentation, and a strong track record of research at the interface of Forensic Science, Physics, Mathematics, Chemistry, Engineering and Biology.

Contact Email Address: [mkambham@suno.edu](mailto:mkambham@suno.edu). For more information and to apply click [here](#).

Posted: 12/11/13

**Southern University at New Orleans, New Orleans**Assistant Professor of Forensic ScienceAssistant Professor of Forensic Science, full-time. Duties include but are not limited to the teaching of upper and lower level Forensic Science and Chemistry related courses including labs to undergraduates, research, mentoring students, and grant writing. Faculty will help in seeking accreditation from the Forensic Science Education Programs Accreditation Commission (FEPAC). Status: Full time. Tenure track. Minimal qualifications: Candidates must have a Ph.D. in Forensic Science and demonstrate excellent teaching abilities in Forensic Science with a concentration in Analytical Chemistry, Quantitative Analysis and Instrumentation. A minimum of two years teaching experience at the University level is preferred. Candidates should also have a track record or potential for research at the interface of Forensic Science, Biology, Chemistry, Physics, Mathematics and Engineering. Contact Email Address: [mkambham@suno.edu](mailto:mkambham@suno.edu). For more information and to apply click [here](#).

Posted: 12/06/13

# Employment Opportunities

## **Dallas County Southwestern Institute of Forensic Sciences – Dallas,**

**TXFirearms Examiner** Performs a variety of complex, independent physical and microscopic laboratory tests, analyses, classifications, comparisons and identifications on all types of toolmarks, firearms and ammunition and other types of physical evidence using established protocols. Provides scientific consultation services to submitters and other interested parties. Interprets analytical results and prepares written opinion reports regarding findings. Testifies in legal proceedings regarding testing methods, results and validity of testing protocols. Performs various quality control procedures and is responsible for ensuring the integrity of evidence by using established handling protocols. Open until filled. For a full description and to apply click [here](#).

Posted: 11/27/13

## **Chemistry Department and the National Center for Forensic Science at the University of Central Florida Two 9-month, tenure-track Assistant, Associate or Full Professors in Forensic Science**

The Chemistry Department and the National Center for Forensic Science at the University of Central Florida anticipate hiring two 9-month, tenure-track Assistant, Associate or Full Professors in Forensic Science beginning August 2014. Minimum qualifications at the Assistant Professor level are a Ph.D. in chemistry or appropriately related field from an accredited institution, at least one year of postdoctoral research, and a demonstrated track record of research productivity in forensic science. Candidates for appointment as Associate or Full Professor will exhibit a track record of competitive funding for forensic science research. Specialization in forensic toxicology is of specific interest; however, applications in all areas of forensic science are welcome. Candidates hired at the Assistant Professor level are expected to develop externally funded, nationally competitive research programs. State-of-the art laboratory space and a competitive startup package can be expected. Successful candidates at all levels will contribute to teaching in both the undergraduate and graduate programs. The Chemistry Dept. at UCF offers BS Chemistry, BS Forensic Science, MS Chemistry, MS Forensic Science, and PhD Chemistry degrees. The National Center for Forensic Science at UCF is an internationally recognized leader in forensic science research.

## Employment Opportunities

The University of Central Florida, located in Orlando, FL, is the nation's second largest university with nearly 60,000 students and is continuing to build internationally recognized research programs. Applicants must apply online at <http://www.jobswithucf.com> and submit letter of application, curriculum vita, description of research plans, teaching philosophy and interests, names and contact information of at least three professional references. Please arrange to have three letters of reference sent to [chemstaff@ucf.edu](mailto:chemstaff@ucf.edu). Please indicate in the subject line "Forensic Toxicology or Forensic Other". Review of applications will begin December 1, 2013 and continue until the position is filled.

Posted: 11/25/13

**City of Waterbury Connecticut, Waterbury Police Department Crime Scene Technician - Crime Scene Unit** Bachelor's Degree in natural or forensic science plus six (6) months experience in crime scene processing, forensic work, or related field. Internship experience is qualifying. Closing date for applications is December 6th, 2013 at 4:50p.m. Applications may be obtained by visiting [www.waterburyct.org](http://www.waterburyct.org) or at the Civil Service Office, Chase Municipal Building, 236 Grand Street, Waterbury, CT. 06708. For further information visit <http://www.waterburyct.org/filestorage/9569/9605/9625/9904/Crime-Scene-Technician.pdf> or <http://www.waterburyct.org/content/9569/9605/9625/default.aspx>.

Posted: 11/18/13

**North Carolina Department of Justice, Raleigh, NC Director of the North Carolina State Crime Laboratory**

Bachelor's degree preferably in the physical or biological sciences from an appropriately accredited institution and eight years of varied laboratory experience including three years in a supervisory or administrative role; or an equivalent combination of education and experience. The full job posting may be seen [here](#). Closing date: November 25, 2013. All applicants must apply online through North Carolina's state jobs portal, <http://agency.governmentjobs.com/northcarolina/default.cfm>. Only online applications through the NEOGOV jobs portal will be considered for this position. Contact: Lisa Sasser in NCDOJ Human Resources, at (919) 716-6490.

Posted: 10/29/13



# Employment Opportunities

## **BurlingtonLabs., Burlington, VT Senior Scientist**

The Senior Scientist is directly responsible for the generation of laboratory data in the drug testing process. This includes all method development and validation as well as oversight of the testing itself. The Senior Scientist will directly report to the Laboratory Director on technical aspects of testing. Responsibilities include developing methods pertaining to laboratory instrumentation and testing procedures, including specialized chromatography and mass spectrometry equipment and procedures. The use of good business practices to manage laboratory operations, with knowledge of regulatory standards for clinical toxicology laboratory services. At a minimum, the Laboratory Senior Scientist should have a Master of Science degree with at least four years of relevant laboratory experience or a Bachelor of Science degree with at least six years of relevant laboratory experience. In both cases, a minimum of two years in the field of clinical and/or forensic toxicology is preferred. Experience in supervision of personnel also highly desirable. For further information, and to review a full job description, please visit our website at [www.burlingtonlabs.com](http://www.burlingtonlabs.com). To apply for the position of Senior Scientist at our Burlington location, please send resume and cover letter to Bethany Sargent, HR Director, at [resumes@burlingtonlabs.com](mailto:resumes@burlingtonlabs.com). Posted: 10/21/13

# Employment Opportunities

## **Vermont Forensic Laboratory, Waterbury, VermontForensic Lab Latent Print Examiner III**

Salary range: ~\$51,000 - \$80,000

The Vermont Forensic Laboratory is the only forensic laboratory in the State of Vermont and provides services to the entire criminal justice system. The laboratory is relatively small but the VFL examiners conduct a wide range of forensic examinations. Under general supervision of the Physical Comparison Unit Supervisor, the Latent Print Examiner III conducts specialized examinations including chemical and physical processing of latent fingerprint evidence. He/she will preserve latent print impressions, compare to known standards and conduct and disposition AFIS searches. The examiner will write reports of examination conclusions, testify in court. The examiner will train and certify others in the latent print section. The Latent Print Examiner III ensures that the latent print section functions within all guidelines, policies and protocols set out in the laboratory and section manuals. Minimum Qualifications Bachelor's degree AND qualified latent print examiner with four or more years of independent casework at a recognized forensic laboratory or law enforcement agency. OR Associate's degree AND qualified latent print examiner with six or more years of independent casework at a recognized forensic laboratory or law enforcement agency. OR High school diploma or equivalent AND qualified latent print examiner with eight or more years of independent casework at a recognized forensic laboratory or law enforcement agency. Application through:

<http://humanresources.vermont.gov/careers/resources>. Go to Job Seekers, search keyword "Forensic lab", Job Opening ID 613121. Contact Peg Schwartz for more information at [Peg.Schwartz@state.vt.us](mailto:Peg.Schwartz@state.vt.us).

Posted: 10/15/13

# Employment Opportunities

## **Las Vegas Metropolitan Police Department Forensic Lab Manager - Biology/DNA Detail**

This position coordinates, plans, develops, supervises, and leads the operation of the LVMPD Forensic Lab's Biology/DNA Detail. The salary range for this position is \$80,038 to \$113,922 annually plus an excellent benefit package. See the full job posting for complete information on qualifications, the selection process, conditions of employment, and the criteria we are searching for in our best candidates. This posting and the on-line application can be accessed via [www.lvmpd.com](http://www.lvmpd.com) – click on the Employment tab in the upper right-hand corner; click on the Open Competitive tab; and then scroll down to this position title. Applications will be available until December 2, 2013. Complete the on-line application and attach a resume and required transcripts. A video highlighting our Forensics Lab can also be accessed at <http://youtu.be?HU3SFYZHivY>. Inquiries can be directed to Lynne Jantz, HR Director, at [L2899J@lvmpd.com](mailto:L2899J@lvmpd.com) or (702) 828-3981.

Posted: 10/09/13

## **NYPD, Police Laboratory Criminalistics Manager**

The NYPD is seeking a Criminalistics Manager to oversee the Latent Print Development Unit, the Intoxicated Driver Testing and Blood Alcohol Units, and the Questioned Documents Unit in the Criminalistics Section of the Police Laboratory. The Manager ensures the update and maintenance of NYPD Laboratory Standard Operating Protocols (SOPs) as mandated by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) and the New York State Commission of Forensic Science (NYSCOFs); oversees the activities of a scientific staff engaged in performing analyses of evidentiary material and specimens, and coordinates the training curriculum, proficiency testing and evaluation of assigned personnel. This position coordinates the preparation of research and statistical reports; evaluates instrument calibration and maintenance records; resolves any technical problems; confirms that all analytical reports are acceptable in a court of law and conform to ASCLD/LAB and ISO 17025 mandates; prepares and monitors budget requests and resource usage, and may be called upon to testify in court as an expert witness regarding laboratory findings. For a complete job description and qualification requirements visit the website <http://aafs.org> and search current job openings for "Criminalistics Manager, Police Laboratory." Resume and cover letter may be submitted to Administrative Staff Analyst Evelyn Dong, New York City Police Department, Employment Section, Room 1014, One Police Plaza, New York, NY, 10038. Or email [empsec@nypd.org](mailto:empsec@nypd.org).

Posted: 10/08/13

# Employment Opportunities

## **NYPD, Police Laboratory Manager – Case Management, Training and Professional Development Section**

This position oversees the activities of a professional staff engaged in evaluating the evidentiary and investigative value of evidence; and trains staff in performing scientific analyses of evidentiary material in the Controlled Substance Analysis, Criminalistics, and Firearms Analysis Sections; This position is responsible for formulating, developing and implementing programs, policies and procedures required for efficient operation of the Police Laboratory; reviews all new technologies and methodologies; prepares administrative reports and makes recommendations on laboratory operations for executive level personnel to ensure compliance with the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) and ISO 17025 standards; attends meetings with the Assistant Commissioner and Deputy Director; coordinates and works closely with other Managers to ensure the needs of the Police Laboratory are met. For a complete job description and qualification requirements visit the website <http://aafs.org> and search current job openings for "Manager - Case Management, Training and Professional Development Section." Resume and cover letter may be submitted to Administrative Staff Analyst Evelyn Dong, New York City Police Department, Employment Section, Room 1014, One Police Plaza, New York, NY, 10038. Or email [empsec@nypd.org](mailto:empsec@nypd.org).

Posted: 10/08/13

If you have a position in the field of forensic science and would like to have it posted on the NEAFS web site, contact the NEAFS webmasters: [jobs@neafs.org](mailto:jobs@neafs.org)

Posting Instructions Please include the following in your submission: position title, location, short description and a direct link to the job posting.

Submitted postings must be 200 words or less. We will not be responsible for editing job postings. Please, use postings on this page as a guide to formatting. If there is no deadline given, postings will be removed from the site after three months.



Northeastern Association of Forensic Scientists  
Board of Directors Spring Meeting Minutes  
Remote Location (Go To Meeting)  
April 13, 2013

Present: Melissa Balogh, Andrea Belec, Samantha Chernoguz, Kimberly Gorel, Janine Kishbaugh, Erica Nadeau, Larry Quarino, Tiffany Ribadeneyra, Peter Valentin, Angela Vialotti

Committee Reports:

**Awards (Andrea Belec for David Fisher):**

The application deadline for the George Neighbor Memorial Scholarship is April 30<sup>th</sup>. Only 3 applications have been received to date.

Board will ask for nominations from the membership for the 2013 NEAFS Meritorious Service Award.

Motion to accept the report was made and seconded. The report was accepted by the Board.

**Certification (Andrea Belec for Mike Portzer):**

At the last American Board of Criminalistics (ABC) meeting held on February 16-17 in Washington DC, it was announced that all regional forensic science organizations have now joined the ABC. The final organization to join, the Northwest Association of Forensic Scientists, was voted in as a full member at the last meeting.

The next 2013 ABC Board of Directors and Exam committee meetings are planned for the weekend of July 20-21<sup>st</sup> in Tampa, Florida.

The ABC Exam at the next NEAFS meeting is scheduled for the morning of September 25<sup>th</sup>. Michael Portzer will be the test site manager for the exam and with Ralph Ristenbatt likely to assist.

Board voted to offer 5 NEAFS members reimbursement for the ABC exam sitting fee if they pass an ABC exam in 2013. Reimbursement is on a first come, first serve basis.

Motion to accept the report was made and seconded. The report was accepted by the Board.

**Ethics (Andrea Belec, no formal report received):**

As per a letter from Laura Tramontin, the Ethics Committee is currently examining an ethics complaint and will upon review make a recommendation to the Board.

**Membership (Andrea Belec for Holly O'Connor)**

Twenty-five total applications have been submitted since August 1, 2012-April 10, 2012 (this includes both membership and upgrades).

One hundred and forty-one (141) members still owe dues payment for 2013.

Motion to accept the report was made and seconded. The report was accepted by the Board.

**Publications (Andrea Belec, no formal report received):**

Draft of next newsletter will be forthcoming.

**Registration (Angela Vialotti, no formal report)**

PO Box has been established for 2013 meeting. Registration form is completed and available on-line.

**Corporate Liaison (Tiffany Ribadeneyra)**

Website is updated with read/write PDF forms. PayPal fees have been eliminated for vendors.

Information about the annual meeting was emailed to prospective vendors on February 15.

Revenue from exhibitors who have committed to the 2013 annual meeting is currently \$6,450 (8 vendors), \$2,750 for current sponsors (2 vendors), \$340 for refreshment packages (2 vendors), and \$150 for advertisements (1 vendor).

Exhibit space at the annual meeting allows for 20 wall and 20 aisle booths. Complimentary electricity is being offered on a first-come, first-serve basis for the 20 wall booths.

The Board of Directors voted to give the ABC a complimentary booth at the 2013 annual meeting.

Stephanie Minero has joined the Committee and will be trying to recruit first time exhibitors at the 2012 meeting for the 2013 annual meeting. Maria Tsocanos is handling all of the booth contracts, payment, and advertisements for the 2013 annual meeting.

The Board of Directors approved to replenish 100 minutes (approximately \$100) for cell phone used by Committee.

Old corporate liaison/registration computer was donated to Home of the Big Hearts.

Motion to accept the report was made and seconded. The report was accepted by the Board.

**Merchandise (Andrea Belec for Lola Murray)**

Merchandise that was ordered was received and in the process of preparing to be sent out. Work is continuing on the redesign of the NEAFS logo.

Motion to accept the report was made and seconded. The report was accepted by the Board.

#### **Site Chair (Janine Kishbaugh)**

A site visit at the Hershey Lodge (site of the 2014 meeting) will be coming at the end of the summer 2013. The room rate is \$149/night and remains the same for quadruple occupancy. Typically, the rates are quoted at \$199/night. Each person that stays at the Lodge will also receive tickets for two Hershey attractions (the Hershey Museum and the Hershey Gardens).

Sites for the 2015 annual meeting are being considered. They include the following possibilities:

Sturbridge MA – Sturbridge Hotel & Conference Center

Needham MA – Four Points Marriott

South Portland ME – Sable Oaks Marriot

Natick MA – Crowne Plaza

Portsmouth Harbor NH – Sheraton

Motion to accept the report was made and seconded. The report was accepted by the Board.

#### **Education Chair (Peter Valentin)**

Peter asked the Board of Directors for suggestions on improving the Educator's Forum at the annual meeting. Andrea suggested that an agenda distributed prior to the forum may help improve attendance. Peter also stated that he would like to include a demonstration of presentation software at this year's forum.

Peter asked about the viability of students visiting Western New England University to watch moot court testimony from practitioners during the annual meeting. Andrea suggested to Peter that he should speak to George Chin who was in charge of the Student Forum and Kevin MacLaren (Program Chair) about this possibility.

Peter stated that he has a commitment from the Henry Lee Institute of Forensic Science on the campus of the University of New Haven. He will solicit ideas for workshops from practitioner laboratories. Andrea suggested that fall dates are typically preferable to summer ones.

Peter will also attempt to fill open membership positions on the Committee.

Motion to accept the report was made and seconded. The report was accepted by the Board.

#### **Program Chair (Andrea Belec for Kevin MacLaren)**

Forms for the 2013 NEAFS annual meeting are available on the website.

The workshop list for the annual meeting has been finalized. Workshop topics include the 13<sup>th</sup> Annual Future Trends in Forensic DNA Technology Seminar presented by Applied Biosystems, the analysis and interpretation of chemical unknowns, expert witness testimony, LC/MS/MS (Agilent), establishing and minimizing uncertainty of measurement in weighing (Mettler Toledo), and synthetic drugs.

The General Session on Friday will include talks by Dr. Michael Baden who will speak on the medical evidence in the JFK assassination and Eric Carita who will be speaking on the homicide of Yale student Annie Le. Dr. Cyril Wecht will also be speaking on the JFK assassination during the Thursday evening session.

The Business Meeting will be held during the luncheon on Thursday.

The Annual Luncheon will be on Friday with the keynote speaker being Connecticut Governor Dannel Malloy.

Motion to accept the report was made and seconded. The report was accepted by the Board.

#### **Secretary's Report (Larry Quarino)**

The minutes from the January 13, 2013 NEAFS Board of Director's meeting were approved.

Motion to accept the report was made and seconded. The report was accepted by the Board.

#### **Treasurer's Report (Erica Nadeau)**

All NEAFS Funds have been transferred from Chase Bank Accounts to Citizen Bank Accounts.

NEAFS total assets total \$208,206.88. In addition, the Carol De Forest Research Fund now totals \$10,457.90.

Tax documents are ready to be sent to accountant once the NEAFS accountant is ready. Extension with the IRS has been filed for the 2012 NEAFS tax return.

Motion to accept the report was made and seconded. The report was accepted by the Board.

#### **Director's Report:**

No report from any of the Directors was given.

#### **Old Business:**

Erica Nadeau stated that she has spoken to Keith Mancini and the Membership Directory is ready for launch on the website.



Andrea Belec stated that Vincent Desiderio is still working on the NEAFS Administrative Rules.

Peter Valentin stated that he will ask First Responders Groups involved in the Sandy Hook tragedy for an appropriate charity for NEAFS to donate.

Andrea Belec and Samantha Chernoguz stated that the revised NEAFS Bylaws will be sent out to the Board of Directors for final review before presentation to membership at the NEAFS business meeting during the 2013 annual meeting.

**New Business:**

Andrea Belec spoke on the following:

Elaine Pagliaro has taken care of the NEAFS reincorporation in the State of Connecticut.

As NEAFS representative, Jim Wesley will make a presentation at the upcoming NIST Synthetic Drug Conference and will be asked to write an article for the NEAFS newsletter about the conference.

Board voted to offer 5 NEAFS members reimbursement for the ABC exam sitting fee if they pass an ABC exam in 2013. Reimbursement is on a first come, first serve basis.

Tentative date for the next Board of Director's meeting is August 3, 2013 with a back-up date of August 10.

Meeting was adjourned.

Respectfully Recorded,

Larry Quarino

NEAFS Board of Directors (BOD) Summer Meeting Minutes  
August 3, 2013  
Westchester County Crime Laboratory

Present (on-site): Andrea Belec (AB), Samantha Chernoguz (SC), Kevin McLaren (KM), Erica Nadeau (EN), Larry Quarino (LQ), Tiffany Ribadeneyra (TR)

Present (remote via Go To Meeting): Melissa Balogh (MB), Kimberly Gorel (KG), Beth Saucier Goodspeed (BSG), Janine Kishbaugh (JK)

AB commenced meeting at 10:30.

Secretary's Report:

The minutes from the Board of Director's meeting of April 13, 2013 were approved without amended.

Treasurer's Report (EN):

NEAFS had a net income of \$27,024.78 in the second quarter of 2013.

Total assets to date equal \$222,479.39 including \$10,457.90 in the Carol De Forest Research Fund.

2012 taxes have been finalized and filed with the Internal Revenue Service.

Motion to accept report was made and seconded. The report was accepted by the BOD.

The Board discussed the possibility of using some of the organization's funds to provide funding for members to attend NEAFS sponsored workshops. AB stated that she will contact labs in the NEAFS region to discuss workshop ideas that could help meet training needs of laboratory personnel.

Directors' report - No formal reports were submitted. SC stated that the revised by-laws will be posted in the next NEAFS newsletter enabling a vote by the membership at the 2013 annual meeting.

Awards Committee Report: AB for David Fisher

There are 4 applications for the Carol De Forest Research Grant (1 undergraduate and 3 graduate students).

There are 19 applications (5 undergraduate and 14 graduate) for the 2013 George Neighbor Memorial Scholarship award.

There are no nominations to date for the NEAFS Service Award.

Board approved \$2500 for the Carol De Forest Grant Winner, \$3000 (\$1,500 each for grad and undergrad) for the Neighbor Award Winners, and up to \$250 in order to purchase plaques for each of the three winners – motion, second, approved.

The Board stated that the winner of the inaugural Carol De Forest Award winner must present at 2013 annual meeting. AB will speak to Adam Hall, the student's mentor at Boston University.

Motion to accept report was made and seconded. The report was accepted by the BOD.

Certification Report: AB for Michael Portzer

The ABC Examination at the next NEAFS meeting is scheduled for the morning of September 25<sup>th</sup>. This exam is posted on the ABC website and August 15, 2013 is the application deadline for this exam. Michael Portzer will be the test site manager for the exam and Ralph Ristenbatt will likely assist.

Motion to accept report was made and seconded. The report was accepted by the BOD.

Education Report: No report submitted.

Ethics Report: No report submitted.

Membership Report: AB for Holly O'Connor

As of August 1, 2013 there are 42 new member applications, 8 applications for membership upgrade, and 5 applications for reinstatement.

Seventy-six (76) members are on the drop list due to delinquency on dues payments. They have until the 2013 annual meeting to pay dues and remain a member. One other member resigned and one member passed away since the last annual meeting.

Motion to accept report was made and seconded. The report was accepted by BOD.

SC spoke of the need to have a structured project for a comprehensive membership history list. AB will look into identifying a vendor for archiving and ensuring file compatibility of old files. The Board discussed providing a stipend for a current member to put together the membership history.

Publication Chair: No report submitted.

AB stated that Ed Kovacs requests an August 30 submission deadline for pre-meeting newsletter. SC mentioned that the BOD should reach out to past NEAFS award winners for newsletter contributions.

The BOD determined that all future applications for NEAFS student awards will include a requirement for a newsletter contribution from the winners.

#### Registration Report: AB for Angela Vialotti

Currently, there are 27 registrants (16 members) for the annual meeting. In addition, there are 11 registrants for workshops, four registrants for the student forum, and three for the educator's forum. Two are registered for the Smith and Wesson tour, and three for the tour of the Connecticut state forensic science lab.

August 30 is the deadline for registration.

Motion to accept report was made and seconded. The report was accepted by BOD.

#### Corporate Liaison Report (TR):

Revenue from vendors for the 2013 annual meeting is on-pace to meet the revenue from the 2012 annual meeting. Currently, corporate revenue for the annual meeting is \$24,125 (exhibits - \$19,700; sponsorship - \$3,250; beverage - \$425; advertisements - \$750).

Forty (40) booths are available for vendors at the 2013 annual meeting. Thus far, 26 booths (including the ABC complimentary booth) are filled. Some of the larger vendors (Shimadzu, LifeTech) have not yet signed up for booths.

Committee member, Stephanie Minero, inquired with first time vendors about their experience exhibiting at the 2012 Annual Meeting. Surveys were sent to ABSciex, Streck, Biotage, Bruker Daltonics & Bruker Optics, Caymen Chemical, IXRF Systems, Mettler Toledo, M-Vac, RTI International, and Spectronics. Several of these vendors are returning for the 2013 meeting. ABSciex responded they were very satisfied with their experience.

Streck was disappointed with the large number of student attendees (lack of sales leads) and scientific session topics. Additionally, they expressed discontent with the exhibit space. They felt it was too tight, especially during the poster session. As a result, they will not be exhibiting at the 2013 meeting. NEAFS provided them a complimentary newsletter advertisement which seemed to please their representative. The remaining vendors have not responded and Tiffany will reach out to those who have yet to sign up for the 2013 meeting.

The prepaid corporate liaison phone was refilled with the approved \$100 on August 1, 2013. The credit will expire in 1 year. A receipt for \$108.62 has been filed with Treasurer Nadeau.

Future work includes finalizing program booklet ads, sponsor mention, and vendor descriptions. In addition, there will be a hotel walk through on 8/24 for the 2013 annual meeting.

Motion to accept report was made and seconded. The report was accepted by BOD.



Merchandise Report – No report submitted.

BOD approved \$300 for future merchandise.

Site Chair Report (JK):

The 2014 annual meeting will be held at the Hershey Lodge (Hershey, PA) in November.

EN stated her preference for the 2015 annual meeting to be held in Maine.

Program Chair Report (KM):

The planning for the 2013 annual meeting is on-track. AV, workshops, and General Sessions are all set and the menu is being prepared. The Smith and Wesson tour will be limited to ten people. Abstracts for the scientific session are still being solicited although several sessions are close to being filled. The 250 maximum room block for the meeting is almost filled.

Motion to accept report was made and seconded. The report was accepted by BOD.

### **Old Business**

AB stated that the development of the on-line Membership Directory and the Administrative Rules are in progress.

### **New Business**

SC raised issue about attendance at Board meetings. Board and Committee Chairs are expected to attend BOD meetings. This issue will be raised in the newsletter and at the BOD meeting at the annual meeting. A suggestion was also made for personal outreach from the President to all Board and Committee Chairs to stress the importance of attending meetings.

The next BOD meeting will be at the annual meeting on September 25 from 5-8. The annual Business Meeting is scheduled on September 26 from 12-1:30.

Meeting adjourned: 1:45PM

Respectfully Submitted,

Larry Quarino  
Secretary

# Neafs Treasurer's 2nd Quarter Report April through June 2013

	<u>Apr - Jun 13</u>
<b>Income</b>	
2013 Annual Meeting	
2013 Annual Meeting Vendors	
2013 Booth Fee	11,817.60
2013 Electricity Fee	343.75
2013 Refreshment Package	337.87
2013 Sponsorship	2,737.20
Total 2013 Annual Meeting Vendors	<u>15,236.42</u>
Total 2013 Annual Meeting	15,236.42
2013 Annual Meeting Registratio	269.33
2013 Membership Income	
2013 Membership Dues	13,063.63
Total 2013 Membership Income	13,063.63
2013 Vendor Income	
2013 Advertisement Income	
2013 Ad Upgrade	292.50
Total 2013 Advertisement Income	<u>292.50</u>
Total 2013 Vendor Income	292.50
Carol DeForest Research Fund	480.00
Interest Inc	217.89
Total Income	<u>29,559.77</u>
<b>Gross Profit</b>	29,559.77
<b>Expense</b>	
2013 ABC Dues	500.00
2013 ABC Representative Expense	134.27
2013 Annual Meeting Expense	
2013 Annual Meeting Speaker Tra	1,332.20
Total 2013 Annual Meeting Expense	1,332.20
2013 Gifts & Donations	
2013 Charity	
Sandy Hook Golf Tournament	500.00
Total 2013 Charity	<u>500.00</u>
Total 2013 Gifts & Donations	500.00
2013 Membership Dues Expense	
Stamps	10.52
Total 2013 Membership Dues Expense	10.52
2013 Treasurer Expense	
2013 PO Box fee	58.00
Total 2013 Treasurer Expense	<u>58.00</u>
Total Expense	<u>2,534.99</u>
<b>Net Income</b>	<u><u>27,024.78</u></u>

**Neafs Treasurer's 2nd Quarter  
Balance Sheet  
As of June 30, 2013**

	<u>Jun 30, 13</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Citizens Bank Green Checking	20,575.48
Citizens Bank Money Market	201,903.91
Total Checking/Savings	<u>222,479.39</u>
Total Current Assets	<u>222,479.39</u>
<b>TOTAL ASSETS</b>	<b><u>222,479.39</u></b>
<b>LIABILITIES &amp; EQUITY</b>	<u>0.00</u>

**Neafs Treasurer's**  
**3rd Quarter Balance Sheet**  
**As of September 23, 2013**

	<u>Sep 23, 13</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Citizens Bank Green Checking	31,308.35
Citizens Bank Money Market	239,485.19
Total Checking/Savings	<u>270,793.54</u>
Total Current Assets	<u>270,793.54</u>
<b>TOTAL ASSETS</b>	<b><u>270,793.54</u></b>
<b>LIABILITIES &amp; EQUITY</b>	<u>0.00</u>

**Neafs Treasurer's Quicken Data**  
**3rd Quarter Report**  
July 1 through September 23, 2013

	<u>Jul 1 - Sep 23, 13</u>
<b>Income</b>	
2013 Annual Meeting	
2013 Annual Meeting Vendors	
2013 Booth Fee	16,507.80
2013 Electricity Fee	492.50
2013 Refreshment Package	215.44
2013 Sponsorship	5,130.35
<b>Total 2013 Annual Meeting Vendors</b>	<u>22,346.09</u>
<b>Total 2013 Annual Meeting</b>	22,346.09
2013 Annual Meeting Registratio	27,315.30
2013 Membership Income	
2013 Membership Dues	3,505.00
<b>Total 2013 Membership Income</b>	3,505.00
2013 Vendor Income	
2013 Advertisement Income	
2013 Ad Upgrade	100.00
<b>Total 2013 Advertisement Income</b>	100.00
2013 Newsletter Advertisement	300.00
<b>Total 2013 Vendor Income</b>	400.00
Interest Inc	85.98
<b>Total Income</b>	<u>53,652.37</u>
<b>Gross Profit</b>	53,652.37
<b>Expense</b>	
2012 Tax Preparation	920.00
2013 Annual Meeting Expense	
2013 Annual Meeting Site Visit	625.58
<b>Total 2013 Annual Meeting Expense</b>	625.58
2013 BOD Quarterly Meeting	
BOD Meeting Expense	23.75
BOD Meeting Travel	627.79
<b>Total 2013 BOD Quarterly Meeting</b>	651.54
2013 Gifts & Donations	
2013 Charity	
CLIC	200.00
<b>Total 2013 Charity</b>	<u>200.00</u>
<b>Total 2013 Gifts &amp; Donations</b>	200.00
2013 GOTO Meeting Expense	497.25
2013 Insurance	1,119.14
2013 Treasurer Expense	
Stamps	9.20
<b>Total 2013 Treasurer Expense</b>	9.20
2015 Annual Meeting Site Visit	
Travel	831.89
<b>Total 2015 Annual Meeting Site Visit</b>	831.89
Corporate Liason	
Prepaid Phone Expense	108.62
<b>Total Corporate Liason</b>	<u>108.62</u>

	Jul 1 - Sep 23, 13
Incorporation Filing 2008-2013	300.00
Returned Check	75.00
Total Expense	5,338.22
Net Income	<b>48,314.15</b>



**Northeastern Association  
of  
Forensic Scientists**

# 2014 Proposed Budget

## Projected Revenues

Membership Dues / Late Fees	\$25,000.00
2014 Annual Meeting Registration	\$30,000.00
2014 Annual Meeting Corporate Sponsorship	\$15,000.00
2014 Annual Meeting Exhibitors	\$30,000.00
Advertising	\$500.00
Merchandise Sales	\$1,000.00
Bank Account Interest	\$450.00

**Total Projected Revenue** **\$101,950.00**

## Projected Expenses

2014 Annual Meeting - Hershey, PA	\$90,000.00
President	\$500.00
President-Elect	\$3,000.00
Secretary	\$250.00
Treasurer	\$500.00
Directors (3)	\$1,500.00
Executive Secretary	\$250.00
Corporate Liaison	\$400.00
Site Chairperson	\$1,000.00
Publications Committee	\$250.00
Website Fees	\$200.00
ABC Representatives (3)	\$1,000.00
Membership Committee	\$450.00
Education Committee	\$450.00
Awards Committee	\$600.00
Scholarship Awards	\$5,500.00
Merchandise	\$300.00
Training Stipends	\$3,000.00
American Board of Criminalistics Dues	\$500.00
Incorporation Filing	\$50.00
Insurance	\$1,200.00
Tax Preparation	\$920.00
P.O. Boxes	\$300.00
General Expenses	\$275.00
GOTOMeeting	\$500.00
Donations	\$500.00

**Total Projected Expenses** **\$113,395.00**



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01/08/13  
Accrual Basis

# Neafs Treasurer's Quicken Data

## Profit & Loss

### January through December 2012

	Jan - Dec 12
<b>Income</b>	
2011 Annual Meeting Income	
2011 Annual Meeting Vendors	
2011 Booth Electric Fee	50.20
Total 2011 Annual Meeting Vendors	50.20
Total 2011 Annual Meeting Income	50.20
2012 AAFS Journal Subscription	-425.00
2012 Annual Meeting Income	
2012 Annual Meeting Vendors	
2012 Ad Upgrade	300.00
2012 Booth Purchase	33,678.30
2012 Refreshment Package	760.12
2012 Sponsorship	13,510.86
Total 2012 Annual Meeting Vendors	48,249.28
2012 Annual Meeting Workshop	
ASCLD Workshop	150.00
Expert Witness Workshop	1,368.68
Explosives Workshop	35.00
Method Developement Workshop	671.87
Probabalistic Genotyping	331.81
Total 2012 Annual Meeting Workshop	2,557.36
2012 Luncheon Ticket	732.30
2012 Meeting Registration	28,082.46
Total 2012 Annual Meeting Income	79,621.40
2012 Membership Income	
2012 Membership Dues	23,292.57
2012 New Member Fees	1,750.50
Total 2012 Membership Income	25,043.07
2012 Merchandise Income	319.50
2012 Rope Workshop	-137.84
2012 Vendor Income	
2012 Advertisement Income	2,412.20
Total 2012 Vendor Income	2,412.20
Carol DeForest Research Fund	
Carol DeForest Research Fund Di	-2,500.00
Carol DeForest Research Fund - Other	7,452.90
Total Carol DeForest Research Fund	4,952.90
Interest Inc	411.25
Total Income	112,247.68
<b>Expense</b>	
2011 Annual Meeting Expenses	
2011 Annual Meeting Chair Expen	100.00
2011 Annual Meeting Misc Expens	120.12
2011 Annual Meeting Speaker Exp	570.85
Total 2011 Annual Meeting Expenses	790.97
2011 Tax Preparation	880.00
2011 Treasurer Expense	45.00
2012 ABC Representative Expense	1,265.97

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01/08/13

Accrual Basis

# Neafs Treasurer's Quicken Data

## Profit & Loss

### January through December 2012

	Jan - Dec 12
2012 Annual Meeting Expense	
2012 Meeting Hotel Expense	73,268.19
2012 Annual Meeting Site Visit	284.59
2012 BOD Expense	1,327.25
2012 Exhibit Expense	348.70
2012 Meeting Booklet	2,802.60
2012 Meeting Plaques	265.00
2012 Moderator Expense	157.07
2012 Reception DJ	278.00
2012 Registration Expense	976.81
2012 Session Chair Expense	157.07
2012 Workshop Expense	2,456.82
<b>Total 2012 Annual Meeting Expense</b>	<b>82,322.10</b>
2012 Annual Meeting Refund	
2012 Annual Meeting Booth Refun	800.00
2012 Luncheon Ticket Refund	50.00
2012 Registration Refund	130.00
2012 Workshop Refund	185.00
<b>Total 2012 Annual Meeting Refund</b>	<b>1,165.00</b>
2012 AV Expense	172.91
2012 BOD Quarterly Meeting Expe	
2012 BOD Meeting Travel	167.27
2012 GOTO Meeting Fee	468.00
<b>Total 2012 BOD Quarterly Meeting Expe</b>	<b>635.27</b>
2012 Insurance	1,732.01
2012 Membership Chair Expense	
2012 Membership Chair Mailing E	5.07
2012 Membership PO Box	400.00
<b>Total 2012 Membership Chair Expense</b>	<b>405.07</b>
2012 Membership Dues Refund	63.26
2012 Merchandise Expense	304.00
2012 Registration PO Box	101.00
2012 Rope Workshop Expense	591.63
2012 Scholarship Award	2,000.00
Corporate Liason	
Prepaid Phone Expense	108.88
<b>Total Corporate Liason</b>	<b>108.88</b>
Fees & Charges	30.00
Site Chair	
Annual Meeting Site Visit	560.75
<b>Total Site Chair</b>	<b>560.75</b>
Website Expense	178.65
<b>Total Expense</b>	<b>93,352.47</b>
<b>Net Income</b>	<b>18,895.21</b>

Dear Member,

Below are changes to the NEAFS bylaws proposed by the Resolution Committee and approved by the Board of Directors. All changes will be submitted for a vote by the membership at the 2013 Annual Meeting in Cromwell, CT.

A copy of the current by-laws can be found at <http://neafs.org/index.php/membership/bylaws>

If you have any other suggestions for changes, or questions/comments about the proposed updates, please contact Samantha Chernoguz (Director3@NEAFS.org)

## **Article VI, Membership:**

### **Section 1. General qualifications:**

**Change:** Updated the reference to the correction section number (Article VI, Section 9)

**Reason:** Reference was to a non-existent section

**New Wording:**

Applicants for membership shall be expected to have previously demonstrated moral and ethical conduct befitting the profession. Any application may be rejected by the Membership Committee with the approval of the Board of Directors for the same reasons as termination of membership. (Article VI, Section 9)

### **Section 3. Associate Members**

**Change:** Remove the requirement for regular members to live in the Northeast region

**Reason:** With the increased use of technology and digital communication, geographical location is no longer a limiting factor in our community.

**New Wording:** Any person who does not meet the requirement for regular membership, may apply as an Associate Member. Such member shall be entitled to all rights and privileges of members except that they shall be ineligible to vote or hold office.

### **Section 4. Life Members:**

**Change:** Removes section about members receiving publications upon request

**Reason:** All members, regardless of membership type automatically receive all NEAFS publications

**New Wording:** Life members shall retain all rights and privileges of members, but shall be excused from all dues and assessments. Life membership shall be conferred by recommendation from the *Board of Directors*, with the approval of 3/4 of the voting membership at the annual business meeting.

### **Section 5. Emeritus Members**

**Change:** Remove the requirement for members to submit in writing every year a renewal

**Reason:** With the new email format of our dues notices, this has become unnecessary

**Change:** Allow Emeritus members to apply at any point during the year

**Reason:** A member's retirement does not always coincide with our dues calendar. Allowing members to apply for an upgrade at any time is easier for the member as well as for the membership committee.

**New Wording:**

- a. Any member meeting the following requirements may be proposed for Emeritus status by the *Membership Committee*. The member must:
  - i. be at least fifty five (55) years of age
  - ii. be retired from full-time forensic work
  - iii. have been a full dues paying member of the Association for a minimum of ten (10) years
- b. Members holding Emeritus status shall retain all rights and privileges of members, but shall be excused from all dues and assessments.
- c. A member may apply for Emeritus status at any time during the year by submitting a request to the Membership Chair. Those applying for Emeritus status shall be provisionally excused from all dues and

assessments beginning at the time their request is received. If the Emeritus status of a member is not approved, the member shall be responsible for the current years' dues.

- d. Emeritus status shall be conferred by recommendation from the *Membership Committee* with the approval of 3/4 of the voting membership at the annual business meeting.
- e. Once Emeritus status is conferred, the member shall be eligible to continue their emeritus status and receive publications free of charge on an annual basis as long as they continue to meet the Emeritus requirements.

## **Section 6. Student Affiliate**

**Change:** Clarify the language for the student affiliate. Require that the student (and not his/her professor) provide proof of enrollment

**Reason:** There was confusion as to whether this is membership level or not. A student affiliate is only for the purposes of annual meeting registration.

### **New Wording:**

- a. Students shall be permitted to attend the Annual Meeting of the Corporation (NEAFS) for a discounted fee to be determined by the Board of Directors. The students must:
  - 1. Not be a NEAFS member or active applicant
  - 2. Not be employed in a forensic science laboratory
  - 3. Be enrolled full time at an accredited college or university in a forensic science or related program
  - 4. Provide proof of enrollment
- b. It is understood that, in connection with the implementation of this policy:
  - 1. That the walk-in fee does not entitle students, taking advantage of it, to any meals for which others have paid.
  - 2. That this policy is in no way intended to discourage students from becoming members, nor should it be so construed by students or by faculty, chairpersons or program directors within academia.

## **Section 8. Fees and Dues**

**Change:** Allows the membership chair to set the date for dues payments

**Reason:** To allow for flexibility

**New Wording:** Annual dues for Associate and Regular Members; Application fees for membership; and Registration fees for Members, Associate Members, Active Applicants, Student Affiliates and Non-Members to attend the Annual Meeting, shall be set by the Membership of the Corporation (NEAFS).

- i. An Active Applicant is an Applicant whose completed application has been received by the Membership Committee Chairperson for consideration by the deadline set forth by the Membership Chairperson.

## **Section 9. Termination of Membership.**

**Change:** Puts the responsibility recommending termination of membership and reporting of resignations on to the membership chair (and not the executive secretary or treasurer)

**Reason:** In recent years the responsibilities of the staff has changed

**Change:** Changes "unethical conduct" to "violation of NEAFS Code of Ethics" for suspension of membership.

**Reason:** To be more specific about what "unethical conduct" is

**Change:** Removes the requirement for 3/4 of the membership to vote in favor of terminating membership of someone convicted of a criminal offence

**Reason:** The person has been found guilty in a court of law. This is enough to terminate membership. A vote is unnecessary

### **New Wording:**

- a. Any member may resign his/her membership in the Corporation by written request directed to the Membership Committee Chairperson. The Board of Directors will inform the membership at the next Annual Meeting. A member who has resigned in this manner shall be entitled to reapply to the

Membership Committee for reinstatement without penalty. Such reinstatement shall be contingent upon re-election by a 3/4 vote of the membership at the Annual Business Meeting.

- b. Membership will be terminated at the discretion of the Board of Directors upon information supplied by the Membership Committee Chairperson that the member has failed to pay prescribed dues or assessments by the Annual Business Meeting. A member who has been terminated for failure to pay prescribed dues or assessments shall be entitled to reapply to the Membership Committee for reinstatement. Such reinstatement shall be contingent upon re-election by a 3/4 vote of the membership at the Annual Business Meeting and payment of a penalty equal to one year of dues.
- c. A member may be suspended or expelled from the Corporation for any violation of the NEAFS code of Ethics, or conduct detrimental to the profession and/or the Corporation. Any person may initiate proceedings concerning unethical behavior by filing charges with the Ethics Committee in writing. Any person with membership in the Corporation may institute proceedings concerning conduct detrimental to the Corporation by filing written charges with the Ethics Committee. Any member so charged shall be notified as soon as possible, and shall be allowed to be present during the hearing on the charges against him/her.
- d. A member will be expelled from the corporation following his/her conviction of a criminal offense.
- e. A member may be expelled from the Corporation upon recommendation of the Ethics Committee or the Board of Directors, and a 3/4 vote of the membership at the Annual Business Meeting.

## **Article VII, Officers, Board of Directors and Executive Staff Members:**

### **Section 2. Officers: Description, Duties and Terms of Office**

**Change:** Change secretary term from 1 to 2 years

**Reason:** To keep consistency; this has been a practice for several years now

**New Wordings:** Secretary: Keeps and publishes minutes of all Board of Directors and membership meetings. Empowered to sign checks. Elected by the membership. Term: Two Years

**Change:** Change treasurer's term from 1 to 2 years. Adds "files the Corporation's annual taxes" to the list of duties.

**Reason:** To keep consistency; this has been a practice for several years now. Treasurer has also been responsible for filing taxes. Other minor grammar fixes incorporated.

**New Wordings:** Treasurer: Receives all monies due the Corporation, and keeps accurate records of all transactions. Presents a statement twice yearly to the Board of Directors. Prepares the annual budget for presentation at the annual meeting, and reports the previous year's financial transactions at the annual meeting. All monies shall be deposited in a bank authorized by the Board of Directors as soon as possible and reasonable. Files the Corporation's annual taxes. Empowered to sign checks. Elected by the membership. Term: Two Years.

### **Section 3. Executive Staff Members: Description, Duties, Terms of Office and Method of Selection**

**Change:** Added Corporate Liaison, Merchandise Chair and Registration Chair to the Staff.

**Reason:** These positions have been added on over the years but never incorporated into the by-laws

**Change:** Updated the responsibilities of the Membership Chair and Site Chair

**Reason:** To reflect the responsibilities these staff members currently have

**New Wordings:**

- a. Awards Committee Chairperson: Elected by the Board of Directors with the President having two (2) votes. Term: One year.
- b. Certification Chairperson: Liaison between the Board of Directors and the American Board of Criminalistics and/or other certifying organizations. Elected by the Board of Directors with the President having two (2) votes. Term: Three years.
- c. Corporate Liaison: Serves as the liaison between the corporate sponsors and the Corporation. Provides reports to the Board of Directors and Treasurer as needed. Term: Three Years
- d. Education Committee Chairperson: Elected by the Board of Directors with the President having two (2) votes. Term: One year.

- e. Ethics Committee Chairperson: The most senior Past President currently serving on the committee. Term: One year.
- f. Executive Secretary: Maintains membership files, committee reports and Corporation (NEAFS) business. Files copies of incoming and outgoing correspondence. Serves as Chairperson of the Election Committee. Receives and tabulates all ballots regarding elections and other Corporation (NEAFS) votes. Elected by the Board of Directors with the President having two (2) votes. Term: One Year.
- g. Membership Committee Chairperson: Acts as Chairperson of the Membership Committee and presents recommendations to the Board of Directors and to the membership. Notifies the membership, in advance, of the names and affiliations of applicants and membership re-instatements to be voted on for membership at the Annual Meeting. Notifies the membership, in advance, of the names of members to be terminated for unpaid dues/assessments. Elected by the Board of Directors with the President having two (2) votes. Term: One Year.
- h. Merchandise Chairperson: Has the responsibility of overseeing the sales and distribution of NEAFS merchandise. Provides reports on the merchandise sales to the Board of Directors and Treasurer as needed. Term: One Year
- i. Past President: To be filled by the immediate past President if he/she is willing and able to serve; otherwise, to be filled by another past President elected by the Board of Directors. Serves as a member of the Ethics Committee. Duties to be assigned by the Board of Directors. Term: One Year.
- j. Publication Chairperson: Has the responsibility of communicating to the members those matters prescribed in the by-laws and as directed by the Board of Directors. The manner of this communication with the members to be determined by the Board of Directors. Notifies the membership of meetings. Elected by the Board of Directors with the President having two (2) votes. Term: One Year.
- k. Registration Chairperson: Has the responsibility of overseeing registration for the annual meeting and any other events when necessary. Provides reports to the Board of Directors as needed. Term: Three Years
- l. Site Chairperson: Investigates potential sites for annual meetings and presents recommendations to the Board of Directors. Negotiates and signs contracts with selected hotels for the Corporation as directed by the Board. Serves as a liaison between the hotel and the Corporation during the annual meeting and coordinates and monitors all contracted hotel services. Elected by the Board of Directors with the President having two (2) votes. Term: Three Years

### **Article VIII, Standing Committees:**

**Change:** Gave permission for all chairpersons to appoint their own committee members as they see fit.

**Reason:** The responsibility used to be on the board of directors to make all appointments, but it was felt that the committee chairperson knows better who will be a valuable member of their committee. This has been the practice for several years now.

#### **New Wording:**

Section 1. Awards Committee: To be composed of a chairperson appointed by the Board of Directors. The chairperson shall appoint committee members as he/she sees fit.

Section 2. Certification Committee: To be composed of a chairperson appointed by the Board of Directors. The chairperson shall appoint committee members as he/she sees fit.

Section 3. Education Committee: To be composed of a chairperson appointed by the Board of Directors. The chairperson shall appoint committee members as he/she sees fit.

Section 4. Elections Committee: Elections to be chaired by the Executive Secretary, and two others appointed by the Board of Directors.

Section 5. Ethics Committee: To be composed of three most recent Past-Presidents, appointed to three-year terms, the terms to be staggered.

Section 6. Membership Committee: To be composed of a chairperson appointed by the Board of Directors. The chairperson shall appoint committee members as he/she sees fit.

Section 7. Nominations Committee: To consist of the President (the Committee Chair), the President-Elect, and three other persons not on the Board of Directors, but appointed by the Board of Directors.

Section 8. Publications Committee: To be composed of a chairperson appointed by the Board of Directors. The chairperson shall appoint committee members as he/she sees fit.

Section 9. Resolution Committee: To consist of the Board of Directors.

### **Article XIII, Voting:**

**Change:** Changes “majority” to “majorities”

**Reason:** Grammar

Voting will be carried out either by mail or in person, and all majorities herein referred to shall mean a majority of votes cast, with five percent (5%) of the voting membership, by mail, being a quorum.

### **Article XIV, Elections:**

**Changes:** Changed Article XIVa and XIVb to Section 1 and 2. Capitalized “A” in Annual. Added “Nominating” to committee in Section 2

**Reason:** For grammar and consistency with the rest of the by-laws

**New Wording:** Section 1. Nominations:

- a. The Nominating Committee will propose a slate of officers to the Board of Directors at the Board Meeting at the annual meeting.
- b. The slate will be announced to the Membership at the Annual Business Meeting.
- c. Additional nominations can be proposed from the membership by a petition of 20 members, or 10% of the voting membership, whichever is greater.
- d. Nominations must be presented to the Chair of the Nominating Committee within 30 days of the Annual Business Meeting.

Section 2. Elections:

- a. If additional nominations are received by the Nominating Committee, an Election will be held by mail.
- b. Election will be by a plurality of the votes cast.
- c. If no additional nominations are received, the slate proposed by the Nominating Committee will become effective January 1.
- d. The new officers will be announced in the first newsletter after January 1.
- e. Terms of office are January 1 through December 31.

### **Article XV, Order of Business at the Annual Meeting:**

#### **Section 1.**

**Change:** Corrected grammar by adding the word shall in “The Order of Business at the Annual Meeting *shall* be as follows”

**Reason:** Grammar

**Change:** Changed “reading” to “review” of minutes

**Reason:** The entire meeting minutes are not read at the meeting, they are simply reviewed.

**New Wording:** Review of the Minutes of the previous meeting

### **Article XVI, Education Fund:**

#### **Section 2.**

**Change:** Made the requirement for solicitation of scholarships more broad. Also changes Article VII....from abbreviations to full words.



**Reason:** To allow for flexibility

**New Wording:** That the Scholarship Nominations will be solicited through the NEAFS Newsletter and/or by informational mailings to Colleges and Universities within the region served by the Corporation. The solicitation period and application deadline date for this award will be determined by the Awards Committee (Article VIII, Section 1) with the approval of the Board of Directors.

**Article XVIII, Amendments to the By-Laws:**

**Change:** Allows the Board of Directors to notify members of changes to the by-laws by mail or email

**Reason:** To facilitate ease of communication and save the membership time and money

**New Wording:** The Board of Directors may also propose changes in the by-laws by mail (or email), and such changes may be effected by a 3/4 vote of the membership by mail (or email).



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