



Jami Cook
SECRETARY

ARKANSAS STATE CRIME LABORATORY

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Kermit B. Channell II
DIRECTOR

Arkansas State Crime Laboratory Board Meeting

Minutes

October 18, 2019

The following board members were present:

- Chuck Graham
- Dr. Eric Rosenbaum
- Judge Kirk Johnson
- Josh Farmer

The following board members called in to the board meeting:

- Sheriff Tim Helder

The following persons were present:

- Director Kermit Channell
- Assistant Director Cindy Moran
- Alex McDonald
- Ryan Black
- Beverly Pannell
- Kristin Mauldin
- Lennon Bates
- Dr. Kelly Coakley, UAMS
- Dr. Priyenka Thapa, UAMS
- Dr. Richard Dunn, UAMS

The meeting was called to order at 11:04 a.m. by Chuck Graham, and Beverly Pannell took roll. Five board members were present at the meeting and a quorum was made.

Approval of Minutes

Judge Johnson made a motion to approve the board minutes from July 12, 2019. Dr. Rosenbaum seconded that motion and the minutes were approved.

Crime Lab Update

➤ *Financial*

Kermit Channell gave the following financial update: FY2020, there is \$8,601,633 remaining in appropriations of general revenue. 1VM fund – asset forfeiture funds are down everywhere but it should still pick up. ACT 65 (Uniform Filing Fee) comes in relatively consistent; annual collection is expected to be \$1,635,179. We have received the following new grant awards:

- DNA Capacity - \$919,263

- Coverdell - \$272,275
- FARS - \$346,000
- ADH - \$614,232

Cindy Moran gave the following update on the FARS grant and the ADH grant: FARS is specifically for the Toxicology section to purchase new equipment, (2) immunoassay systems. We'll put one here in Little Rock and one in Lowell. ADH – Health Department funding is a 3 year grant cycle. Part of it is specifically for toxicology supplies and a head space analyzer for the Lowell lab. ADH had \$200,000 left over from last year which was awarded to the crime lab.

➤ *Caseload Status*

Cindy Moran presented the caseload status:

- Physical Evidence: currently 10 analysts between Serology & Trace. There are 101 pending sexual assault cases; 19 pending homicides; 660 pending property. Trace has 45 pending cases which includes arson. This section moved into their new space in August.
- DNA: currently 17 analysts and 1 technical leader.
 - Sexual Assaults: SA Kits - 371 pending; Act 839 – 60 day TAT
 - Homicides: 72 pending
 - Property: 1,225 pending; 871 outsourced; received 751 back; 165 reviewed; 140 profiles entered into CODIS with 100 hits; hiring 1 DNA technician.
- CODIS: currently 2 analysts and 2 support staff. Received 12,002; 505 hits (2018 had 534 for the entire year); 10 day TAT; physical location will move to 2nd floor soon.
- Latent Prints: currently 3 analysts and 1 technician. 155 pending cases of which 5 are homicides; 21 day TAT; Footwear has 9 cases pending.
- Firearms: currently 6 analysts and 1 NIBIN technician. 861 pending cases of which 80 are homicides; NIBIN – 32 pending with 13 day TAT.
- Drug Chemistry: current staffing – Little Rock has 18 analysts, 1 technician & 1 technical leader. Hope lab has 2 analysts, 1 operations specialist & 1 evidence technician. Projected to receive 23,000 cases this year.
 - Little Rock: 7,966 pending cases with 5 month TAT
 - Hope: 739 pending cases with 5 month TAT
- Lowell Lab: Opened October 1, 2019. Currently 4 drug chemists, 2 toxicologists & 2 technicians. Received 107 drug cases and 18 toxicology cases (9 DUI/DWI & 9 Coroner). We transferred 317 drug cases from Little Rock to Lowell.
- Toxicology: currently 6 analysts, 2 technicians & 1 technical leader; hiring 1 analyst to replace analyst that was promoted to technical leader. All areas are at less than 30 day TAT.
 - NAME: 99% completed in 90 days; 80% completed in 60 days
- Medical Examiner's Office: 1,073 autopsies conducted
 - 152 drug overdoses (Jan-July)
 - 170 homicides (Jan-July)
 - 92% autopsy reports completed in 90 days; 56% autopsy reports completed in 60 days

➤ *Analyst Retention*

Cindy Moran gave the following update: In 2019 we lost 3 analysts in the first 3 quarters – 1 DNA analyst to another profession and 2 Firearms analysts; 1 to another crime lab in home state & 1 termination.

➤ *Renovation/Construction*

Cindy Moran gave the following update:

- Phase II Renovation/DNA Office Area – 20 analyst reporting work stations available in new area so there's room for growth. Will make extra space for Toxicology.
 - Architect firm selected – Hight, Jackson & Associates
 - Working with DBA to start process
 - Expected to be complete by 6/30/20
- Future Renovation – enlarge current classroom on 1st Floor

New Business

- 2019 – 2021 Strategic Plan:
 - Complete cases in timely manner (60 days)
 - Promote employee centered culture
 - Provide information and education to our criminal justice partners and DPS divisions
 - Promote continuous improvement & efficiency
 - Conduct risk assessment; committee has been formed
 - Maintain Foresight 20/20 Maximus award – 90% efficient laboratory
- Arkansas Transformation:
 - We have official DPS logo
 - DPS shared services: Financial and Legal have already moved to ASP. Human Resources will be moving soon. IT will most likely have 1 position move to ASP.
- ASCL Board:
 - 3 board members have worked past their term expiration date
 - Chief Jackie Davis will not be attending any future Board meetings
- Medical Examiners - authorized:
 - 6 Associate Medical Examiners (1 vacant)
 - 1 Chief Medical Examiner
 - Seeking approval from Legislative Personnel Committee to offer top salary of \$270,455.00

➤ *Charity & Outreach Projects:*

Cindy Moran gave the following update: 80 hours of training provided at various venues. Lots of Halloween festivities coming up.

Chuck Graham asked what the difference is between analysts and technicians. Kermit Channell answered that while both positions still require a degree, it takes less time to train a technician and then they could more easily transition to an analyst position when needed.

Chuck Graham motioned to adjourn, Judge Johnson seconded that motion, and the meeting was adjourned @ 11:56 a.m.