

**MINUTES**  
**Sexual Assault Forensic Examiners Advisory Committee**  
**August 13, 2025**

The Sexual Assault Forensic Examiners Advisory Committee met in-person at OVS in Wethersfield, CT from 2:03 p.m. to 3:30 p.m.

**Members in Attendance:** Rachel Henderson, Acting Chair, Marielle Daniels, Beth Hamilton, Brittany Kaplan, Kristin Loranger, Natasha Pierre, Robin Tousey-Ayers (via phone)

**OVS Staff in Attendance:** Kim McKinnon, Janet Mantello

**Guests in Attendance:** Sara Moriarty (via phone)

**Agenda:**

1. Welcome and Introductions:  
Rachel Henderson (Interim Chair) called the meeting to order at 2:03 p.m. Committee members and guests made introductions. OVS Director, Marc Pelka and Waterbury State's Attorney, Maureen Platt were announced as newly appointed members to this committee.
2. Approval of May 14, 2025, meeting minutes:  
Minutes for the May 14, 2025, meeting was approved as presented by Beth Hamilton and seconded by Marielle Daniels.
3. Update from SAFE Response Program Manager:  
Rachel Henderson provided a SAFE Response Program update including:
  - Current numbers of Program SAFEs
  - Response Program Progress Notes
  - Quality Assurance Consent Form
4. Update from SAFE Training Program Manager:  
Kimberly McKinnon provided a SAFE Training Program update including:
  - Fall 2025 class update:
    - Fall 2025 SAFE Training Expansion Project: Fall Training Class will be held in Bridgeport, CT at St. Vincent's Medical Center.
5. Discharge Packet: Department of Public Health (DPH) Pamphlet:  
Robin Tousey-Ayers and Sara Moriarty shared the ~~final~~ version of the DPH pamphlet.
  - Next Steps:
    - DPH to identify online location for the electronic document and develop break out components for key items.
    - The Connecticut Alliance To End Sexual Violence will explore options for QR code links to be added to future version of kit documentation and collaborate on electronic document location with DPH.
6. Update on SAEC Kit Revisions and Technical Guidelines:  
Rachel Henderson provided the following updates:
  - Awaiting Artwork mock-ups from Sirchie.
  - Next Steps:
    - Forward artwork to the Commission on the Standardization of the Collection of Evidence in Sexual Assault Investigations (The Commission) when received and initiate sample kit production.

7. Maintaining a SAFE Certificate:  
Rachel Henderson provided an overview of the feedback received from SAFEs in CT in response to Alternative Pathways to Competency and Maintaining a SAFE Certificate.
8. New Business – Committee:  
None

Rachel Henderson (Interim Chair), adjourned the meeting at 3:30 p.m.

Janet Mantello, Recorder

DRAFT