

**MINUTES**  
**Sexual Assault Forensic Examiners Advisory Committee**  
**November 12, 2025**

The Sexual Assault Forensic Examiners Advisory Committee met via TEAMS from 2:00 p.m. to 3:20 p.m.

**Members in Attendance:** Rachel Henderson (Interim Chair), Marielle Daniels, Beth Hamilton, Brittany Kaplan, Kristin Loranger, Marc Pelka, Natasha Pierre, Maureen Platt, Robin Tousey-Ayers, and Sherylyn Watson

**OVS Staff in Attendance:** Janet Mantello and Maurice Reaves

**Guests in Attendance:** Sara Moriarty, Melissa Patterson and Cynthia Theran

**Agenda:**

1. Welcome and Introductions:  
Rachel Henderson (Interim Chair) called the meeting to order at 2:00 p.m. Committee members and guests made introductions. OVS Director Marc Pelka and Waterbury State's Attorney Maureen Platt were announced as members who are statutorily assigned to this committee.
2. Approval of August 13, 2025, meeting minutes:  
Minutes for the August 13, 2025, meeting were approved as presented by Beth Hamilton and seconded by Marielle Daniels. Robin Tousey-Ayers and Sherylyn Watson both abstained.
3. Update from SAFE Response Program Manager:  
Rachel Henderson provided a SAFE Response Program update including:
  - Current numbers of Program SAFEs
  - Implementation plan of the following:
    - Response Program Progress Notes
    - Quality Assurance Consent Form for chart review
4. Update from SAFE Training Program Manager:  
Marc Pelka provided a SAFE Training Program update including that the SAFE Training Program Manager has separated from state service and the vacant position has been posted.  
  
He also provided an update regarding the Fall 2025 SAFE Training Expansion Project: The Fall Training Class, held in Bridgeport, CT at St. Vincent's Medical Center, was a success that utilized the hospital's location, space, audio-visual capabilities, support, and other assets to increase the positive impact of the class on the students, their sponsoring hospitals, and sexual assault survivors.
5. Discharge Packet: Department of Public Health (DPH) Pamphlet:  
Robin Tousey-Ayers and Sara Moriarty shared the final version of the DPH pamphlet, which will be available electronically but will not be printed.
  - Next Steps: DPH to identify online location for the electronic document and develop break-out components for key items.
6. Update on the 2025 Technical Guidelines and SAEC Kit:  
Rachel Henderson provided the following updates:
  - Technical Guidelines – final version pending approval.
  - CT100C Kit version has been approved – 12-to-16-week lead time for production.
  - Next Steps:

- Finalization and production of the CT100C Kit

7. Explore Maintaining a SAFE Certificate:

Rachel Henderson explored feedback from the advisory committee members in response to alternative pathways to competency and maintaining a safe certificate:

- Kristin L., Shery W., and Marc P. all contributed to the discussion.
- Next Steps:
  - Rachel Henderson to draft Proposal Process and Timeline with for Implementation to be provided at the next advisory committee meeting.

8. New Business – Committee:

None

Rachel Henderson (Interim Chair), adjourned the meeting at 3:20 p.m.

Janet Mantello, Recorder

Link to view November 12, 2025, meeting:

<https://www.youtube.com/watch?v=YD2Xh3rXpGg>