

MINUTES
Sexual Assault Forensic Examiners Advisory Committee
June 26, 2024

The Sexual Assault Forensic Examiners Advisory Committee met via Microsoft Teams from 2:33 PM to 3:07 PM.

Members in attendance: Marielle Daniels, Beth Hamilton, Rachel Henderson, Karen Jubanyik, Mary Kozicki, Kristin Loranger, Anne Mahoney, Robin Tousey-Ayers

Members unable to attend: Heather Deming, Brittany Kaplan, Natasha Pierre

OVS staff in attendance: Janet Mantello, Kim McKinnon, Jean Weisbrod

Guests in attendance: Sara Moriarty, Denise Poncini

Agenda:

1. Welcome and Introductions
Mary Kozicki called the meeting into order at 2:33 PM
2. Approval of November 8, 2023, meeting minutes
Minutes for the November 8, 2023, meeting were approved.
3. Program Staffing update
Mary introduced Rachel Henderson as the new SAFE Response Program Manager, Kim McKinnon as the Training Program Manager, and Janet Mantello as the new Administrative Assistant for the SAFE Program and SAFE Advisory Committee.
4. Update from SAFE Response Program Manager
Rachel Henderson introduced herself to the committee sharing her background and approach to the SAFE program.
5. Update from the SAFE Education Manager
Kim McKinnon shared efforts to increase the number of available Instructors for community and health care center trainings, an update from the Spring training class, and preparations for the Fall training class.
6. Update on Discharge Packet Pamphlet
Robin Tousey-Ayers of DPH shared that the Discharge Packet under development by DPH is in the final stages of editing and formatting and will be available in both print and electronic format and shared efforts by towns to create materials related to sexual violence for distribution to specific audiences.
7. Update on SAEC Kit Revisions and Technical Guidelines
Mary reported that the Sexual Assault Evidence Collection kit (SAEC kit) RFP draft has been submitted to purchasing and is under review.
The draft revised technical guidelines have been reviewed by the Commission and the accompanying appendices will be distributed for review by the Commission.
8. New Business
Meeting format was discussed, in person vs virtual and an email communication will be sent for input from Committee members.
Mary adjourned the meeting 3:07 PM.

Follow this link to view the meeting on the Judicial Branch You Tube channel.

<https://www.youtube.com/watch?v=agWnhv0moMk>

Janet Mantello, Recorder