

# **TEXAS FORENSIC SCIENCE COMMISSION - AGENDA**

**FEBRUARY 15, 2008 - 9:30 A.M.**

**DOUBLETREE DALLAS HOTEL – Oak Room  
4099 Valley View Lane, Dallas, Texas 75244**

**During this meeting, the Commission may consider and take action on the following items:**

**9:30 A.M. – OPENING COMMENTS (Bassett)**

**APPROVAL OF MINUTES FROM DECEMBER MEETING**

**APPOINTMENT OF DR. SARAH KERRIGAN & LABS IN TEXAS**

-Listing of Labs

**STAFFING (Hampton, Hamilton & SHSU Liaison)**

-Staffing for TFSC - Update  
-Assignment of Tasks for Commission Members  
-Review of Staff Applications, if any

**WEBSITE (Eisenberg)**

-Webmaster for SHSU  
-Update on Progress with Timetable  
-Discussion of inclusion of “complaint form” on website

**NOON – LUNCH (Provided)**

**REVIEW OF COMMISSION MEMBER TRAINING/ISSUES (Bassett)**

-Submission of Personal Financial Statements  
-Open Records/Open Meetings Act Training

**VACANCY ON TFSC – Possible Replacement/Filling of Vacancy**

**PROCEDURES/POLICIES FOR MOVING FORWARD (Bassett, Levy)**

-Review of Enabling Statute  
-Complaint Form Review and Discussion of Any Edits  
-Discussion of other procedural issues for TFSC  
-Letter(s) to “Complainants” (Bassett)  
-Definitions of “Professional Negligence” and “Misconduct”

**LETTER TO ACCREDITED LABS (Kerrigan, Natarajan)**

**DISCUSSION OF COMPLAINTS AND TIMETABLES**

**SCHEDULING/LOCATION FOR FUTURE MEETINGS &  
AGENDA FOR FUTURE MEETINGS**

**CLOSING DISCUSSION/QUESTIONS/COMMENTS – ADJOURN**