I. **Agenda:**

Please see Attachment 1.

II. **Meeting Synopsis:**

**Tuesday, July 7, 2020**

The SWGDAM Chair, Anthony Onorato, introduced Ms. Tiffany Thoren from the Federal Bureau of Investigation’ (FBI) CODIS Unit to explain the logistics of the virtual meeting. The Chair noted this was SWGDAM’s first virtual meeting and reviewed the agenda for the general sessions on Tuesday and Thursday focusing on the review of final reports/documents and Wednesday for Committee meetings and/or review of documents. The Chair introduced four new invited guests: Jessica Hanna, Joseph Hof, Alyssandra Shaffer and Rhalie Simmons.

The Chair introduced Dr. Jason Bannan, the FBI’s Forensic Science Research Training Center’s Senior Scientist and specialist in microbiology and infectious diseases to provide a keynote presentation on COVID-19. Dr. Bannon reviewed the outbreak and the progression of the virus, including transmission and how the virus adapts to human transmission. In tracing the identification of the virus, Dr Bannon explained the positive antibody responses to the virus that the vaccine will be addressing and the status of therapies for the virus. Dr. Bannon participated in an extensive question and answer session following his keynote explaining the accuracy of current tests, comparison of COVID-19 to other illnesses, virus mutations, retention on surfaces, virus immunity, etc. On behalf of SWGDAM, the Chair acknowledged Dr. Bannon’s outstanding and informative presentation and thanked him for making the time to speak with SWGDAM.

On behalf of the SWGDAM Rapid DNA Committee, Dr. Douglas Hares reviewed the timeline for the Rapid DNA Booking Standards’ activities including SWGDAM’s first look in January 2020, feedback from the booking station participants, official SWGDAM comment period, public comment period and the draft final report. Dr. Hares reviewed the comments, noting that some were addressed in a draft National Rapid DNA Booking
Operational Procedures Manual. Dr. Hares reviewed revisions to the Standards since the January SWGDAM meeting including, more detail on the State CODIS Agency added to the Introduction; references changed to Rapid DNA Booking System; clarifying the duties of the Rapid DNA Lead Operator; and defining terms specific for Rapid DNA. Following Dr. Hares’ review of the Standards, a motion was made to accept and approve the Standards for the Operation of Rapid DNA Booking Systems by Law Enforcement Booking Agencies, as revised, for recommendation to the FBI Director. The motion was seconded and approved by SWGDAM members.

Ms. Jocelyn Carlson, Chair of the SWGDAM Quality Assurance Committee, presented the revisions made to the draft SWGDAM Training Guidelines. These revisions included: updating the Introduction to reference the module system; inclusion of LIMS; updating professional responsibility readings; merging of the fundamental and applied scientific knowledge sections; additions to required reading for module on analysis and interpretation; and updated recommended references. A motion was made to accept and approve the SWGDAM Training Guidelines, as revised, for posting on the SWGDAM web site as an additional guidance document. The motion was seconded and approved by SWGDAM members.

Ms. Marla Kaplan, Chair of the Next Generation Body Fluid Identification Working Group, presented the Report on Y-Screening of Sexual Assault Evidence Kits (SAEKs). Ms. Kaplan reviewed the revisions made to address comments received during the SWGDAM technical review including revision of defined terms; clarification of the percentages described in Figures and text; addition of more detail to the SAEK sampling section; and references to the Quality Assurance Standards. During a discussion of the revisions, there was a comment to further clarify what Y-screening is (in the context of whether it is meant to replace conventional serology). Additional comments on the Y-Screening Report were requested to be submitted for the final review on Thursday.

**Wednesday, July 8, 2020**
Committees and Working Groups held scheduled meetings.

**Thursday, July 9, 2020**
The Chair requested that Ms. Thoren review the meeting logistics and then welcomed the attendees.

The Chair introduced Ms. Tina Delgado, Chief of the FBI Laboratory’s Biometric Analysis Section. On behalf of the FBI Laboratory, Ms. Delgado thanked the attendees for their work and efforts, especially with respect to the substantial revisions to the
Quality Assurance Standards which was a multi-year effort. Ms. Delgado acknowledged
the Rapid DNA Standards, the SWGDAM Training Guidelines and the Y-Screening
Report, under consideration at this meeting. Ms. Delgado recognized all the work that
goes on by the Committees and Working Groups outside of the regular SWGDAM
meetings. The Chair thanked Ms. Delgado for her full support of SWGDAM and its
meetings.

The Chair reviewed the actions on the Rapid DNA Standards and SWGDAM Training
Guidelines and congratulated the Rapid DNA and Quality Assurance Committees for
their efforts on the two documents.

Ms. Marla Kaplan, Chair of the Next Generation Body Fluid Identification Working
Group reviewed the one additional change that was made to the *Report on Y-Screening of
Sexual Assault Evidence Kits (SAEKs):* revision of the definition of direct-to-DNA Y
screening. There was additional discussion of the definition and it was noted that the
revised definition is for purposes of this document and in the context of reporting
information from the survey of the laboratories. Following the discussion, there was a
motion to accept and approve the SWGDAM *Report on Y-Screening of Sexual Assault
Evidence Kits*, as revised, for forwarding to the SWGDAM Executive Board as a final
report. The motion was seconded and approved by SWGDAM members.

The Chair introduced the Committee Update Session and requested that the
Committee/Working Group Chairs provide an informal report of their current activities.

Dr. Thomas Callaghan, Chair of the Investigative Genetic Genealogy Working Group,
noted that the Working Group has received their new taskings and are working on survey
questions.

Dr. Jodi Irwin, Chair of the Next Generation Sequencing Committee, described that the
Committee is working on a survey for current probabilistic genotyping developers to
determine if they will be addressing sequence data and interpretation guidelines for
SNPs.

Ms. Amber Carr, Vice Chair of the Laboratory Operations Committee, reported that their
Committee is reviewing the validation guidelines and will use a module format for
specific topics such as Rapid DNA and NGS.

Mr. Richard Wilson, Chair of the Rapid DNA Committee, stated that they are continuing
their work on the Rapid DNA Booking Audit Document and Guidance which they expect
to complete by the end of the calendar year.

Dr. Joel Sutton, Chair of the Autosomal Committee, reported that they continue to update
the guidelines and the separate document addressing probabilistic genotyping.
Mr. Darrel Oubre, Chair of the CODIS Committee, noted that the Quality Assurance Standards went into effect on July 1st and that they are addressing questions relating to Standard 17 as well as new scenarios for the CODIS Administrator’s Handbook.

Ms. Dixie Peters, Chair of the Lineage Marker Committee, reported that they are working on the YSTR and mtDNA guidelines with a current focus on the YSTR document.

Ms. Jocelyn Carlson, Chair of the Quality Assurance Committee, noted that the Training Guidelines were approved on Tuesday and that the Committee is working on questions referred by the CODIS Committee relating to Standard 17.

Ms. Marla Kaplan, Chair of the Next Generation Body Fluid Identification Working Group, thanked the SWGDAM membership for approval of the Report.

Ms. Amy McGuckian, Chair of the Forensic DNA Casework Expert System Working Group, reported that they have developed a draft document to obtain feedback from several laboratories.

In his concluding remarks, the Chair noted that the next SWGDAM meeting will be January 12-14, 2021 but that it is not yet determined if it will be in person or a virtual meeting. The Chair acknowledged the July 1st effective date for the revisions to the Quality Assurance Standards. The Chair also highlighted that there have been over 102,000 visits to the SWGDAM web site and thanked Cindy Stanley at the National Institute of Standards and Technology for all of her work maintaining the web site.

III. Attendees:

Please see Attachment 2.

IV. Next Meeting:

The next meeting will be held January 12-14, 2021.
SWGDAM VIRTUAL REGULAR MEETING AGENDA

July 7 - 9, 2020

Tuesday, July 7, 2020

COMMITTEE OF THE WHOLE SESSION

1:00 – 4:00 PM  WELCOME

Keynote by Dr. Jason Bannan

Final review of the proposed FBI Quality Assurance Standards for the Operation of Rapid DNA Systems by Law Enforcement Agencies in the Bodging Environment – Rapid DNA Committee

Final review of the proposed revisions to the SWGDAM Training Guidelines – QA Committee

Final discussion of the new SWGDAM Report on Y-Screening of Sexual Assault Evidence Kits (SAEKs) – Next Generation Body Fluid Identification Working Group

Wednesday, July 8, 2020

NO SCHEDULED SWGDAM VIRTUAL REGULAR MEETING ACTIVITIES

Committees and Working Groups scheduled virtual breakout meetings as appropriate

Thursday, July 9, 2020

COMMITTEE OF THE WHOLE SESSION – FINAL REPORTS & UPDATES

1:00 – 4:00 PM  Final review of the new SWGDAM Report on Y-Screening of Sexual Assault Evidence Kits (SAEKs) – Next Generation Body Fluid Identification Working Group

Committee and Working Group Updates

ADJOURNMENT

Chair Anthony J. Onorato  |  Anthony.Onorato@ic.fbi.gov  |  SWGDAM.org
**Attachment 2 - Attendees**

**SWGDAM July 2020 Meeting**  
July 7 & 9, 2020  
**Attendees**

**SWGDAM Chair**  
Anthony Onorato

**SWGDAM Executive Board**  
Chris Carney  
Eugene Lien  
Amy McGuckian  
Shawn Montpetit  
Russell Vossbrink  
Dawn Herkenham

**SWGDAM Attendees**  
Chris Askew  
Jack Ballantyne  
Jason Bannan  
Suzanne Barritt-Ross  
Todd Bille  
Andrea Borchardt  
Jennifer Breaux  
Thomas Callaghan  
Jocelyn Carlson  
Amber Carr  
Dorothy Catella  
Michael Coble  
Jerrilyn Conway  
Jennifer Coursey  
Brenda Danosky  
Tina Delgado  
Angelo Della Manna  
Eric Duvall  
Seth Faith  
Neil Fernandopulle  
Connie Fisher  
Malia Fullerton  
Russell Gettig  
Katherine Butler Gettings  
Ann Marie Gross  
Lisa Grossweiler  
Christi Guerrini  
Jessica Hanna  
Douglas Hares  
Brian Harmon  
Bruce Heidebrecht  
Joseph Hof  
Bill Hudlow  
Deedra Hughes  
Ted Hunt  
Jodi Irwin  
Jessica James  
Elizabeth Johnson  
Kristy Kodash  
Marla Kaplan  
Susannah Kehl  
Jason Kokoszka  
Brandon Letts  
George Li  
Lauren Lu  
Beth Ann Marne  
Charla Marshall  
Justin Maxwell  
Barbara McCarty  
Scott McWilliams  
Gary Molina  
Ruth Montgomery  
Lilly Moreno  
Tamyra Moretti  
Ashley Murray  
Steven Myers  
Vanessa Nelson  
Mary Lou Nicholson  
Sarah Noël  
Jeff Nye  
Darrel Oubre  
Dixie Peters  
John Planz  
Evelyn Ridgley  
Juliet Rolando  
Erica Rom sos  
Kristin Sasinouski  
Peter Schneider
Taylor Scott
Alyssandra Shaffer
Phillip Simmers
Rhalie Simmons
Christie Smith
Jenifer Smith
Mark Smith
Michael Smith
Carl Sobieralski
Melissa Suddeth
Joel Sutton
Peter Vallone
Jeanette Wallin
Bruce Weir
Susan Welti
Ray Wickenheiser
Sascha Willuweit
Richard Wilson
Timothy Zolandz