



# ABFDE News

Jan 2017  
Volume XXXIV  
Number 1

Newsletter of the American Board of Forensic Document Examiners, Inc. Accredited by FSAB

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## THE GAVEL OF PRESIDENT JIM JOSEY



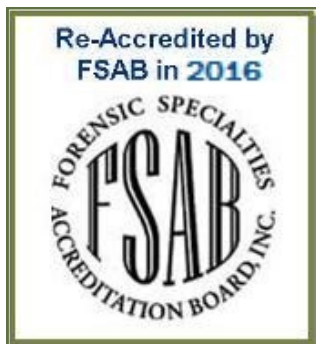
### *Aloha My Fellow Diplomates,*

I hope everyone is well.

In my short time as your President I have come to realize just how much all of our Committee Chairs and Committee Members contribute to the operation and success of the ABFDE.

Earlier this year we decided to bring three additional Directors on Board to help with the testing process and other projects, bringing us to an authorized total of fifteen Directors. I'd like to welcome Todd Welch, Miriam Angel and Katherine Schoenberger and thank them for agreeing to serve. We are always looking for a few good Diplomate's. If you are interested in serving on the Board as a Director please contact Bonnie Beal.

Our VP Lisa Hanson has been working hard to update some of our testing procedures as well as some other procedures for our RPG. She also is responsible for arranging testing for our applicants at various meeting venues. She travels to various meetings, at her own expense, to facilitate the testing for applicants.



THE GAVEL

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## THE GAVEL

Continued from page 1

The ABFDE's liaison with the FSAB, Ted Burkes, has been working with FSAB's Applicant Review Committee towards re-accreditation and everything appears to be on track. Ted will be updating everyone on the finer details in this issue.

I would also like to recognize the contribution from our Regional FDE organizations, as well as the Regional Forensic Science Organizations and their QD sections. The workshops and advanced training they provide are an excellent way to satisfy some the continuing education requirements for recertification. This past October I had the pleasure of attending the 35<sup>th</sup> Annual SWAFDE Conference which was held in Phoenix, AZ. The workshops on *Photoshop Techniques* presented by Bill Flynn and Kathy Nicolaides and *Signature Workshop* presented by Lloyd Cunningham highlighted the conference and both were well received.

In a final note, I am sure that you are aware that we have fellow Diplomates and Colleagues working with various groups, such as OSAC, to help move our discipline in to the future. As thirteen year member of the former TWGDOC and later to become SWGDOC, I can appreciate, firsthand, the amount of work and commitment required for these organizations to be successful. Members of any of the active groups or organizations working to move our discipline forward are invited to share updates with our diplomates through our Newsletter.

*Jim Josey*

## UPDATES FROM THE NOMINATION COMMITTEE

*Submitted by Bonnie Beal, Chair*

**W**ith the changing landscape ahead of us, each and every Diplomate needs to be willing to step up and serve on the Board of Directors (BOD). There are challenges ahead for this organization and we need Diplomates who are willing to serve a four year term. Differing opinions are as important as a willingness to listen and compromise.

You have had a great BOD for the past number of years working hard to uphold the certification process and the Rules and Procedures that govern this great organization. If you believe you can be this type of Director and constructively uphold the ABFDE, then please provide me with your name and qualifications. I am keeping a list of people interested and who may be called upon to serve. The experience has been humbling and uplifting, and I recommend each of you to step up -- it will open your eyes to the organization and profession.

## UPDATES FROM THE TESTING COMMITTEE CHAIR

Submitted by Lisa Hanson, Chair

**H**ello everyone! As you may have heard, either from fellow Diplomates or through the grapevine, there have been a couple little tweaks involved with the Certification process over the last 8 or so years. NOTE - Nothing has been changed in the process and the testing process is just as rigorous as it has always been!

The tweaks are actually two additions to the program—both are optional and are not required of any Candidate to be able to pass the certification process.

The first option is a workshop for QDEs who want to learn more about the certification testing process. Back in 2010, when the workshop was first offered at the Fall MAFS meeting in Chicago, the workshop was titled *ABFDE Certification 101* but as time passed the name changed to *Demystifying ABFDE Certification*. The workshop has been well attended, at various regional and national forensic meetings, over the past 6 years. A written survey was distributed to every attendee to critique the good, the bad and the ugly and the good news we got is that over 80 percent of workshop attendees expressed they felt less anxiety about going through the certification process than they did before they took the workshop.

The second option is the availability of a “Mentoring Program”. The program was developed for candidates who fail the same testing twice. With this option, a candidate



may choose to participate in a one-on-one mentorship with a Diplomate instead of waiting two years to re-enter the certification program, as it presently states in the RPG. This program is still fairly new (~3 years old) so it is still a work in process but it does appear to be helping. As of today, there have been 4 candidates who have opted into the Mentor Program. Two of the four have successfully completed the Mentorship process and one of those two have successfully passed through the certification process. The other candidate has since re-entered the certification program and is currently working their way through the process.

ABFDE presently has fifteen Candidates in the certification process and two applicants that will be candidates, once they pass through the credentialing process. But, as wonderful as this is, the Testing Chair has been made aware of two issues that were not issues when there are only five to seven candidates going through the process at a time.

“ABFDE presently has **15 Candidates** in the certification process”

## A BRIEF HISTORY OF LIQUID PAPER

**7**he story goes that Graham began to use white, water-based tempera paint and a thin paintbrush to cover her typing errors, calling her invention Mistake Out. Initially she kept her idea to herself (her boss never noticed the paint on his documents) and did not actually sell a bottle of Mistake Out until 1956.

**Ever resourceful**, Graham recruited a team to help her perfect her product. Graham eventually patented the product and renamed it Liquid Paper. However, her invention was certainly no overnight success and she continued to work in the bank, managing Liquid Paper after hours.

**In 1957**, she was selling around 100 bottles a month. Good press coverage in a stationary magazine increased turnover five-fold and the business was showing signs of life.

**In 1958**, Graham was fired from the bank, but by then could just about afford to devote her time to the Liquid Paper business as it continued to grow. Part-time employees were hired but it was 13 years after she first created Liquid Paper, in 1961, that Graham hired her first full-time employee.

**In 1968**, 17 years after launching Liquid Paper, the company was finally big enough to invest in a factory and head office. Headquarters for the company was built in Dallas and, under Graham's instructions, included a childcare center and a library.

**After Bette Nesmith Graham's amazing success**, Liquid Paper continued to flourish under the Gillette Corporation, launching its own correction pen and correction tape in the market.

**In 2000**, the Liquid Paper brand was acquired by Newell Rubbermaid as part of the acquisition of Gillette's Stationary Products Group. Since then, Liquid Paper has continued to introduce innovative products that meet the needs of our consumers from students to professionals



Ref: <http://www.liquidpaper.com/about.us.html>

*60 years ago  
Liquid Paper  
was selling at  
the rate of 100  
bottles per  
month*

## UPDATES FROM THE TESTING COMMITTEE CHAIR (CONTINUED)

*We need more  
practical test  
problems  
for our  
Candidates*

First, the ratio of one Testing Chair to fifteen candidates is not a good ratio for the candidates (or an aging Testing Chair!!!). This is in the process of being corrected by changing the organization of the Testing Committee. It will soon be structured more like the Re-Certification Committee with the Testing Chair still in charge of a number of candidates but now the Testing Committee members will be in charge of candidates too. Candidates will be assigned to Committee members, on a rotational basis, except when there is a need to avoid a possible conflict of interest. Keeping the "Mentor" to candidate ratio number small will give the candidates a more organized and positive experience during the certification process.

The second issue discovered is the Practical Problem pool is limited and way too small for covering a large number of candidates. In the ABFDE RPG, it says *Candidates can choose when they want to have their Practical Problems sent so they can make it work with their schedule.* However, with a large group of Candidates, this is not always possible. There have been times when all the Practicals are signed out to other candidates and

then another candidate makes a request to receive theirs. As of today, schedules have been tweaked and all Practicals have been delivered. **BUT, the ABFDE Practical Problem pool is in dire need of being re-stocked!** Not only is there a small number of Practicals in the pool but they are worn and also do not sufficiently cover the scope of today's QDE workload.

**So I am begging each of you, PLEASE, PLEASE consider making a multi-faceted Practical to submit this year.** As per ACT, there are areas in the QDE scope of work that must be covered by the Practicals, so if you are interested in making a Practical please contact me for helpful information, prior to starting.

We all must step up and help. If you want to work with another Diplomate, we can make that work too! This problem will not be going away if the National Commission of Forensic Science recommends certification of all government scientists. Practicals wear out and technology is always changing in our field. We must maintain our high quality standards and provide up-to-date practical problems.

**Have you worked on a multi-faceted case that you think others would benefit from? Lisa would love to hear from you. The testing committee is more than willing to help you recreate your case . Just give Lisa a call or drop her an email. She will give you the specific instructions you need.**

**Lisa Hanson StillwaterFDE@gmail.com (651) 398-4549**

# DEMYSTIFYING ABFDE BOARD CERTIFICATION

*(Previously known as ABFDE Certification 101)*

*Submitted by Lisa Hanson*

Over the last six years the Board has hosted many **Demystifying ABFDE Board Certification** workshops at various conferences and meetings. Since the maiden voyage in Chicago at the MAFS Meeting, we have had the pleasure of over 70+ attendees and many of these attendees have gone on to become active Candidates and/or have completed the process and have attained board certification.

If you do not know about the workshop, I will give you a quick summary. The cost per Attendee was between \$100 and \$125. It was voted by the Board that all monies collected from the workshop fees, minus the workshop attendee costs, as well as the instructor's travel and hotel, would be given to the Organization that allowed us to include the ABFDE workshop in their program.

Six weeks prior to the workshop, each workshop attendee is mailed two original Practical Problems. These two Practical Problems have to be completed prior to attending workshop. They are instructed that their case notes must be highly detailed and must comprehensively cover their thinking process, as well as their examination process. They must also write a complete report using proper (acceptable) wording and are directed to reference/use all SWGDOC guidelines they feel apply. Upon completion of their Practicals, the attendee scans all case notes, work product and reports for both Practicals and then emails those scans to the workshop instructor.

While the attendees are busy working on their Practical problems, the workshop instructor finds ABFDE Diplomates who are already planning on attending the meeting where the workshop is scheduled to be held. When these Diplomates are located, they are "encouraged" to be "Mentors" during the upcoming workshop. The mentor to attendee ratio for this workshop is 1 mentor for every 2 attendees and we have been able to maintain this ratio except for one or two times where we had to have 1 mentor for 3 attendees. The Diplomates who agree to be mentors receive the scanned work products and reports for each of their two attendees about one week prior to the workshop. This is done so they can have time to review their attendee's work product in depth.

DEMYSTIFY

CONTINUED on page 11

## Continuing Education

### 2017

- February 13-18** **69<sup>th</sup> Annual Scientific Meeting of the American Academy of Forensic Sciences**  
New Orleans, Louisiana [www.aafs.org](http://www.aafs.org)  
Workshop #23:  
Fundamentals of Printing and Graphic Arts Examinations (6 ABFDE CE points)  
Tuesday, February 14, 2017
- April 27-29** **Southeastern Association of Forensic Document Examiners**  
Atlanta/ Duluth, Georgia [www.safde.org](http://www.safde.org)
- May 22-25** **Mid-Atlantic Association of Forensic Scientists**  
Pittsburgh, Pennsylvania [www.maafs.org](http://www.maafs.org)
- May 23-25** **Australasian Society of Forensic Document Examiners**  
Melbourne, Australia [www.asfdeinc.org](http://www.asfdeinc.org)
- August 21-25** **21<sup>st</sup> Triennial Meeting of the International Association of Forensic Science**  
Toronto, Ontario - Canada [www.iafstoronto2017.com](http://www.iafstoronto2017.com)
- August 28-Sept. 1** **75<sup>th</sup> Annual General Meeting American Society of Questioned Document Examiners**  
San Diego, California [www.asqde.org](http://www.asqde.org)

### Ongoing

Center for Health Sciences—Oklahoma State University  
Master of Science in Forensic Science—FDE [Online courses http://bit.ly/1LwK7pl](http://bit.ly/1LwK7pl)

## MEMORIAL—DR. BRYAN FOUND

Dr. Bryan Found passed away suddenly at his home on October 23, 2016. Bryan was a Corresponding Member of ASQDE with a global reputation as a prolific researcher and writer. Along with Doug Rogers at La Trobe University, he supervised several doctoral dissertations in signature and handwriting examination and was involved in several other PhD studies. Three of his former students Drs. Carolyne Bird, Tahnee Dewhurst, and Linton Mohammed, are all ASQDE members.



Bryan was an Editorial Board member of the Journal of the American Society of Questioned Document Examiners and the Journal of Forensic Document Examination (USA), and was a reviewer for several other journals. Bryan had served as President of the Victorian Branch of the Australian and New Zealand Forensic Science Society as well as Chairperson of the Victorian Chapter of the Australian Academy of Forensic Sciences

Studies co-authored by “Found & Rogers” are ubiquitous in the QD literature and have been useful in many Daubert hearings. Bryan was heavily involved in research and was an active participant in several working groups, including the NIST sponsored Human Factors in Handwriting Examination project and Organization of Scientific Area Committees (OSAC) for Forensic Science. In 2016, Bryan’s work was recognized by the American Society of Questioned Document Examiners with the Linton Godown Award for Research, a coveted award bestowed on members who have attained exceptional distinction in terms of producing a body of research which has been of benefit to the profession or demonstrating innovation which has created valid techniques or instrumentation. This was followed by receipt of a Life Member Award from the Australian and New Zealand Forensic Science Society.

Over the past 28 years, Bryan provided invited workshops on forensic handwriting examination and on cognitive factors at conferences or training programs in 20 countries throughout Australasia, Asia, Europe, Africa, the Middle East and the Americas. His research interests included the characterization of the probative value of expert opinions on pattern evidence, human factors and cognitive bias, and the objective assessment of forensic practitioner skill characteristics. Very passionate about handwriting examination, Bryan began his forensic career in DNA, but transferred to QD as he found handwriting examination to be a more fascinating and challenging area. Signatures were of special interest to him. At conferences and other meetings, he could always be found discussing handwriting examination. Many of these discussions often went on into the wee hours of the morning.

At the time of his untimely passing, Bryan was the Chief Forensic Scientist with the Victoria Police Forensic Services Department. He was also Adjunct Professor in the Program in Expertise, Evidence and Law, Faculty of Law, at the University of New South Wales, Adjunct Professor at the La Trobe Law School College of Arts, Social Sciences, and Commerce, and Adjunct Professor in the School of Psychology and Public Health, College of Science, Health, and Engineering at La Trobe University.

A great raconteur, Bryan was always fun to be around with his appreciation of good food, good red wine, and good music. He was quite witty and had a great sense of humor. He was a kind man who shared his intellect, time, and spirit generously.

Bryan held a Bachelor of Science, a Graduate Diploma in Education, a Graduate Diploma in Neurosciences, and a Doctorate in Philosophy. He was a member of the European Academy of Forensic Sciences, the American Society of Questioned Document Examiners, the Association of Forensic Document Examiners, and the International Graphonomics Society.

Bryan’s passing leaves a huge void in the field of forensic handwriting examination and forensic science. He will be missed dearly both professionally and personally by his many colleagues and friends. Bryan leaves to mourn his parents Sylvia and Barry, his brother Stephen and his family, and his partner Kaye.

May he Rest in Peace.



## MEMORIAL—DR. DAVID CROWN

Dr. David Allan Crown, president of ASQDE from 1980-1982 passed on December 5, 2016 at the age of 88 in Ft. Myers, FL. He is survived by his wife, Maria.

Dr. Crown held a Bachelor of Science from Union College in Schenectady, New York, as well as a Master of Criminology and a Doctor of Criminology from the University of California in Berkeley. He held Adjunct Professor positions with the Antioch School of Law and the American University in Washington, DC, as well as other teaching positions at George Washington University, Georgetown University, and Chabot College. He was the author of the book "The Forensic Examination of Paints and Pigments" as well as numerous journal articles and professional papers.



He was Chief of the Questioned Documents Laboratory, Central Intelligence Agency, Washington, DC, Director of the Questioned Documents Staff, Department of State, Washington, DC, and Assistant Director, U.S. Postal Inspection Service Laboratory, San Francisco, California.

Dr. Crown was a Retired Fellow of the American Academy of Forensic Sciences (AAFS) and from 1974-1975 was the President of the organization. He also held the position as the Chairman of the Questioned Document Section of the AAFS. In 1973 and 1975, Dr. Crown received Awards of Merit from the AAFS. He was Chairman of the Questioned Document Subcommittee of the American Society of Testing & Materials (ASTM) and the Vice Chairman of the Forensic Science Committee of the ASTM. He was on the Board of Directors and Board of Trustees of the Forensic Science Foundation. He was Assistant Editor of the Journal of Forensic Sciences and also served on the editorial board. Dr. Crown was also a member of the Mid-Atlantic Association of Forensic Scientists, the Southeastern Association of Forensic Document Examiners, and a Diplomate of the American Board of Forensic Document Examiners.

In 2010, Dr. Crown was awarded the [Albert S. Osborn Award of Excellence](#) for his many contributions to the ASQDE and the profession as a whole.

# MINUTES OF THE 2016 BOD ANNUAL MEETING

*Submitted by Ted M. Burkes*

The ABFDE Board of Directors met for their Annual Meeting May 20<sup>th</sup> through the 21<sup>st</sup>, in Houston, TX. Present were: Vice President Lisa Hanson, Secretary Ted Burkes, Treasurer Jim Green, Rick Horton, Jim Josey, Gary Licht, Linda Mitchell, Farrell Shiver, and Andy Szymanski. President Rosalind Spencer, Bonnie Beal, Sean Espley, and Tom Riley were unable to attend.

The 2015 BOD Meeting Minutes were unanimously approved. (Motion by Jim Josey, Second by Rick Horton)

## **Treasurer's Report – Jim Green**

*The following comments relate to fiscal activities from April 1, 2015 to March 31, 2016.*

### Filing of IRS 990-EZ:

Income and expense information was provided to the Hobbs Group to facilitate the preparation of the 2014 "Return of Organization Exempt From Income Tax" form. Allyson DeHart, an accountant with The Hobbs Group, filed the form on the Board's behalf in February, 2015. Total revenue for the dates above, was \$26,836.

Payment in the amount of \$100.00 was made to the Hobbs Group on December 22, 2015 for the filing action.

### Department of Consumer and Regulatory Affairs (DCRA):

The appropriate form (BRA-25) was completed 2014. The submission is required every other year, but was not filed in 2014. Farrell Shiver noted the discrepancy. The form was subsequently submitted with corrected contact information given to the District of Columbia Treasurer. The form and payment, in the amount of \$210.00, was submitted on 8/3/15.

### B of D Liability Insurance – CNA Insurance Company:

A payment in the amount of \$ 2,839.00 was made to CNA Insurance Company on April 13, 2016. The premium was \$198.00 less than the prior year.

### Ames Fund:

During the past year, interest earned from our CD in the amount of \$3.35 was added to the prior balance, for current total of \$4,603.20. As a reminder, the Ames account is not a separate fund; it is simply a dedicated balance that currently exists in the regular checking account.

### Diplomate payments for dues:

2014 – 2015 dues payments totaled \$28,056.84. The amount was down \$2,211.08 from the prior year due to additional retirements.

BOD

## FSAB RE-ACCREDITATION

*Submitted by Ted M. Burkes*

It's time again for the ABFDE to pursue reaccreditation from the Forensic Specialties Accreditation Board. Our current accreditation expires after February of 2017.

Our application for reaccreditation was filed with FSAB. The Application Review Committee (ARC) reviewed it and requested some additional information and some changes to our SOP's. One of the requests that the ARC had was wanting the training records of a randomly chosen ten percent of our diplomates. The ARC chose to see the training records of the following Diplomates: Dan Anderson, Nancy Cox, Donna Eisenberg, Lisa Hanson, Jim Josey, Gary Licht, Jason Miller, Michelle Novotny,

Dan Purdy, Farrell Shiver, and Janis Tweedy. I want to especially thank each of these Diplomates for their quick response in providing the information requested.

The ARC also had some questions regarding our testing process. Testing Committee Chair Lisa Hanson, with a couple of minor SOP changes, answered their concerns, Thank you Lisa for your hard work on that effort.

After receiving all of the above, The ARC Chairman informed me that they would be recommending the ABFDE be reaccredited at the FSAB Board meeting in February, 2017 in New Orleans. Congratulations all.

### DEMYSTIFYING

CONTINUED from page 6

During the workshop, the attendees are given the history of the ABFDE, information about the importance of examiner certification and why one should belong to and be active in "legitimate" QDE organizations. At the end of the morning session, the attendees are given a "sample" written test to take that gives them a taste for what the Written Test will be like in the certification process. After lunch, the group goes over the written test questions and answers and the workshop instructor answers any questions that may have come up during the morning session. After all questions are answered, the large group breaks into small groups; one mentor and their two attendees to whom they were assigned. Each attendee will present one of their Practicals to the mentor in the same manner our Candidates present their work product during their official Oral Panel. Of course the mentor and their attendees are not dressed in business suits or presenting with Power Point, but the environment is made as close to

the real thing as possible. The attendee will present his/her Practical work product and its conclusion to their mentor and when that attendee is finished presenting, the mentor asks questions of the presenting attendee that either involve the practical, the examinations conducted or the theory used during the examination/conclusion process. The second attendee then presents the other practice Practical, giving him/her the same opportunities/experience with the mentor. This "mock oral panel" as well as the two practice Practicals, are two sections of the workshop that attendees stated were most helpful in relieving their levels of anxiety about the certification process (*written surveys were filled out at the end of each workshop*).

I am happy to announce that we presently have fifteen (15) Candidates in the certification process and two (2) that should be passing through credentialing process soon. Four of those fifteen Candidates will be participating in their Oral Boards at this year's AAFS meeting!

## BOD

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ACT Validation Services

No payments were made to ACT during the past year for their validation services.

Application fees received:

During the year period selected, \$992.45 was received with new applications.

District of Columbia representation:

Payment in the amount of \$106.64 was made to the Corporate Service Company on December 27, 2015 to maintain statutory representation in D.C. (Our corporation documents were originally filed in D.C.)

FSAB Accreditation:

A payment was made to FSAB in the amount of \$833.00 on February 4, 2016.

Hilton 2<sup>nd</sup> Edition Sales:

Royalty income in the amount of \$248.06 was received on April 6, 2015.

Bank Account balances (3/31/16):

CD:	\$ 7,585.22	(Currently earning .04% interest. Expires 11/14/16.)
Savings:	\$ 324.40	(Interest accumulates at .01 per month.)
Regular Checking:	\$ 20,742.88	
Total:	\$ 28,652.50	

The two most recent Profit and Loss Statements are provided on page 15 and 16.

Annual Review of Records:

A review of records was conducted. Documents and digital files no longer of value were respectively shredded or deleted.

**Credentials Report – Ted Burkes**

One candidate was passed to the Testing Committee during this reporting period.

No applicants failed to pass the Credentials process during this reporting period.

Four applicants are still in the Credentials process.

A review of the applicant records has been conducted, to ensure that confidential documents have been filed appropriately or destroyed, and all candidate files are complete.

## BOD

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**Continuing Education Committee Report – Andrew Szymanski**

The following workshops were approved for recertification points:

**Sponsoring Org.:** American Society of Questioned Document Examiners  
**Workshop Name:** Characteristics of Fountain Pen Writing  
**Workshop Date:** August 11, 2015      **Location:** Toronto, Ontario, CA  
**Points Awarded:** 6

**Sponsoring Org.:** American Society of Questioned Document Examiners  
**Workshop Name:** Principles of Examination of Arabic Signatures  
**Workshop Date:** August 12, 2015      **Location:** Toronto, Ontario, CA  
**Points Awarded:** 3

**Sponsoring Org.:** Midwestern Association of Forensic Scientists  
**Workshop Name:** The Forensic Examination of Electronic Signatures  
**Workshop Date:** September 21, 2015      **Location:** Mackinac Island, MI  
**Points Awarded:** 6

**Sponsoring Org.:** Midwestern Association of Forensic Scientists  
**Workshop Name:** Getting the Most Out of Your Video Spectral Comparator  
**Workshop Date:** September 22, 2015 AM      **Location:** Mackinac Island, MI  
**Points Awarded:** 3

**Sponsoring Org.:** Midwestern Association of Forensic Scientists  
**Workshop Name:** The Examination of Documents Requiring a Multi-Faceted Approach  
**Workshop Date:** September 22, 2015 PM      **Location:** Mackinac Island, MI  
**Points Awarded:** 3

**Sponsoring Org.:** Midwestern Association of Forensic Scientists  
**Workshop Name:** Evaluating Signatures: What Matters?  
**Workshop Date:** September 23, 2015 AM      **Location:** Mackinac Island, MI  
**Points Awarded:** 3

**Sponsoring Org.:** Midwestern Association of Forensic Scientists  
**Workshop Name:** The Application of Questioned Document Examinations to the Analysis of Valuable Signatures and Other Antiques  
**Workshop Date:** September 23, 2015 PM      **Location:** Mackinac Island, MI  
**Points Awarded:** 3

**Sponsoring Org.:** American Academy of Forensic Sciences  
**Workshop Name:** Measuring Frequency Occurrence in Handwriting and Hand Printing Characteristics  
**Workshop Date:** February 22, 2016      **Location:** Las Vegas, NV

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- Points Awarded:** 6  
**Sponsoring Org.:** Southeastern Association of Forensic Document Examiners  
**Workshop Name:** Difficult Signature Examinations  
**Workshop Date:** April 21, 2016                      **Location:** Duluth/ Atlanta, GA  
**Points Awarded:** 3
- Sponsoring Org.:** Southeastern Association of Forensic Document Examiners  
**Workshop Name:** Photoshop Actions for Document Examiners  
**Workshop Date:** April 21, 2016                      **Location:** Duluth/ Atlanta, GA  
**Points Awarded:** 3
- Sponsoring Org.:** Australasian Society of Forensic Document Examiners Inc.  
**Workshop Name:** Genuine, Disguised, & Simulated Signatures Kinematics Of Handwriting Examination Of Formal And Informal Signatures  
**Workshop Date:** April 27, 2016                      **Location:** Sydney, Australia  
**Points Awarded:** 6
- Sponsoring Org.:** Australasian Society of Forensic Document Examiners Inc.  
**Workshop Name:** Ink Analysis And Document Dating – Capabilities And Limitations  
**Workshop Date:** April 28, 2016                      **Location:** Sydney, Australia  
**Points Awarded:** 3
- Sponsoring Org.:** Australasian Society of Forensic Document Examiners Inc.  
**Workshop Name:** Advanced Photoshop Techniques For Document Examiners – Part I and Part II  
**Workshop Date:** April 28-29, 2016                      **Location:** Sydney, Australia  
**Points Awarded:** 6

**FSAB Committee Report – Ted Burkes**

The reaccreditation package is completed and will be submitted by the end of the May, 2016. FSAB is aware of the reason for the delay.

The annual report was submitted to FSAB, dated March 16, 2016.

**Public Relations Committee Report – Gary Licht**

Nothing has been sent out since the Texas White Paper and ABFDE Position Letter was mailed to all Attorney Generals in the United States and Territories.

**Recertification Committee Report – Rick Horton**

The Recertification Committee consists of the following members: Chairman Rick Horton, Manager Jim Josey (A-F), Manager Sean Espley (G-L), Manager Tom Riley(M-R) and Manager Andy Szymanski (S-Z).

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**ABFDE  
Profit & Loss  
April 2014 through March 2015**

	<u>Apr '14 - Mar 15</u>
Ordinary Income/Expense	
Income	
Application Fee	1,227.35
Hilton 2nd Edition	
Hilton 2nd Edition Sales	222.15
Total Hilton 2nd Edition	222.15
Membership Dues	26,635.27
Total Income	28,084.77
Expense	
ABFDE B of D 2008	
ABFDE BoD Mtg 2015	
Travel	3,923.78
ABFDE BoD Mtg 2015 - Other	2,000.00
Total ABFDE BoD Mtg 2015	5,923.78
Total ABFDE B of D 2008	5,923.78
ABFDE BoD Mtg 2014	
Airfare	1,439.41
Airfare & Travel	1,132.31
Director dinner	226.75
Meals	391.53
ABFDE BoD Mtg 2014 - Other	2,976.33
Total ABFDE BoD Mtg 2014	6,166.33
Accounting Fees	80.00
Administration	6,745.58
Bank Fees	53.87
Equipment	2,312.51
FSAB	833.00
Insurance - nonemployee	6,041.00
Office expense	294.58
Overpayment	250.00
Plaques	188.79
Postage and Delivery	308.89
Statutory Rep.	103.54
STOP PAYMENT	-449.21
Total Expense	28,852.66
Net Ordinary Income	-767.89
Other Income/Expense	
Other Income	
Donation	1.00
Interest Earned	0.11
Total Other Income	1.11
Net Other Income	1.11
Net Income	<u>-766.78</u>

As of April 1 the ABFDE has 104 active Diplomates. This number does not include the seven (7) Diplomates cited below who have resigned and/or retired during the past year but are technically Diplomates until July.

-Two (2) new Diplomates completed the testing process and were issued an ABFDE Certificate of Qualification and Membership Card:

Kevin Kulbaki  
Michelle Novotny

-Sixteen (16) Diplomates met the recertification criteria for the next five (5) year period and have received, or are in the process of receiving, their Certificate of Recertification and new Diplomate Membership card:

Andrew Barton  
Wesley Grose  
Lisa Hanson  
Sandra Homewood  
Diane Kruger  
Bill Leaver  
Bob Lesnevich  
Jane Lewis  
Darlene Morin  
Karen Oroku  
Joe Parker  
Jeff Payne  
Tom Riley  
Jim Ross  
Tobin Tanaka  
Todd Welch

-Seven (7) Diplomates resigned and/or retired:

Brian Carney  
Paige Doherty  
Sandra Ramsey Lines

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**ABFDE**  
**Profit & Loss**  
 April 2015 through March 2016

Gerald Richards  
 Richard Roper  
 Jimmy Smith  
 Tom VanValkenburgh

Apr '15 - Mar 16

Ordinary Income/Expense	
Income	
Application Fee	992.45
Hilton 2nd Edition	248.06
Membership Dues	25,845.76
Refund	-250.00
<b>Total Income</b>	<b>26,836.27</b>
Expense	
ABFDE B of D 2008	
ABFDE BoD Mtg 2015	
Meals	1,923.01
Travel	2,677.64
ABFDE BoD Mtg 2015 - Other	4,252.91
<b>Total ABFDE BoD Mtg 2015</b>	<b>8,853.56</b>
<b>Total ABFDE B of D 2008</b>	<b>8,853.56</b>
ABFDE BofD 2016	
Airfare	2,961.85
Hotel Rooms	2,642.50
<b>Total ABFDE BofD 2016</b>	<b>5,604.35</b>
Administration	6,781.01
Bank Fees	33.41
FSAB Maintenance Fee	833.00
Legal Fees	1,044.50
Office expense	135.59
Postage and Delivery	1,124.71
Professional Services fees	100.00
Reimbursement	341.20
Statutory Rep.	213.28
Travel	442.20
Voided	0.00
<b>Total Expense</b>	<b>25,506.81</b>
<b>Net Ordinary Income</b>	<b>1,329.46</b>
Other Income/Expense	
Other Income	
Interest Earned	0.12
<b>Total Other Income</b>	<b>0.12</b>
<b>Net Other Income</b>	<b>0.12</b>
<b>Net Income</b>	<b>1,329.58</b>

Two (2) files are being maintained for each Diplomat. The appropriate Manager keeps a file containing items pertaining to Diplomat activity, including annual updates with supporting documentation and all significant correspondence relating to recertification; and the Administrative Office keeps a file containing annual Notice of Points Awarded (NOPA) forms, letters, Recertification Applications, and copies of Member cards and Recertification Certificates.

Recertification Managers audited Diplomat files to insure they are current and up to date, and destroyed relevant paperwork IAW the Recertification Committee SOP. The Executive Board audited a representative sampling of the Diplomat files maintained by the Recertification Committee.

**Rules and Procedures Committee Report –**  
 Farrell Shiver

The most recent version of the RPG is dated August 5, 2014. There have been no recommended changes in the last year.



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**Test Preparation and Validation Committee Report** – Lisa Hanson

The Test Preparation and Validation Committee Chair hosted two other Directors and one Diplomat (former Director) at her house and they drafted six new practical tests. Director Tom Riley is working on producing a new written exam. Gary Licht moved to allow funding for a long weekend to create practical testing exercise for three people to travel. Jim Josey seconded. It was passed unanimously.

**Workshop** – (Written report by Sean Espley)

There were no ABFDE workshops held during this reporting period. On October 18-21, 2016, RIT will be providing a printing process workshop for new and seasoned forensic document examiners and criminalists.

**Historian** – Ted Burkes

The 2015 Board of Directors Meeting Minutes and Newsletters have been archived.

**Testing Committee Report** – Lisa Hanson

This report covers the period beginning May 2, 2015 and ending May 20, 2016.

**Status of Candidates for Certification****New Diplomates**

Three (3) candidates successfully completed the certification testing program and achieved Diplomat status.

Michelle Novotny (our second Australian!!)  
Kevin Kulbacki  
George Virgin (received unanimous vote approval from Directors at the meeting)

**Current Candidates**

There are eleven (11) candidates currently in the testing process.

**Candidates Withdrawn from Testing**

There were not any Candidates that withdrew

**Performance Characteristics**

In accordance with FSAB standards, there will be “Performance Characteristics” and “Current Status of Each Candidate” spreadsheets submitted before the end of May. At this time the Testing Committee Chair. The statistics will be maintained to record and track the performance of testing candidates during the various phases of the certification examination process.

**Oral Examination**

Three (3) Oral Examinations have been conducted resulting in three (3) passing evaluations.

**Future Testing**

Zero Candidate(s) eligible to take the Written Exam

One Candidate eligible to taken the Practical Examinations

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One Candidate is able to request their Practicals after their three month wait

One Candidate is presently taking their Practicals

Three Candidates are eligible to participate in the Oral Examination Phase

A Testing Committee Oral Examination Panel will be available during the upcoming Annual ASQDE Conference in anticipation of Candidates who may qualify during the next four months.

Written examinations and Oral examinations will be offered at all upcoming national and regional meetings in accordance with the needs of the candidates and the availability of ABFDE Directors.

### **Annual Review of Records**

A review of records was conducted. Both digital and paper copies of the Testing Committee Annual Report are on file for future reference. Extraneous notes, documents and digital files have been shredded or deleted.

### **ABFDE Professional Review – Lisa Hanson**

There were no Professional Reviews requested during the past year.

### **Secretary Report – Ted Burkes**

On August 5, 2015, the BOD was asked to vote on whether or not to accept Ted Burkes as a Director,

and a majority affirmative vote was reached.

On August 9, 2015, the BOD was asked to vote on whether or not to award candidates Kevin Kulbacki and Michelle Novotny Diplomate status. A majority affirmative vote was reached.

On August 26, 2015, the BOD was asked to vote on whether or not to accept Linda Mitchell as a Director, and a majority affirmative vote was reached.

On January 21, 2016, the BOD was asked to vote on Ted Burkes to complete the term of Secretary Bonnie Beal, who was stepping down from the Secretary's job for personal reasons. A majority affirmative vote was reached.

### **Nominations – (Written report by Bonnie Beal)**

Several candidates were suggested as worthy of consideration for Directors. The Chair of the Nominations Committee contacted those identified. Of these, four confirmed their interest in serving on the Board of Directors, and their names were forwarded to the President for further consideration.

This concludes the Committee reports.

### **OLD BUSINESS**

#### **ACT – Tom Riley**

Director Riley has been in contact with Cindy Hill of ACT. Ms. Hill assisted with the 2010 Test Blueprint Development Project. She has advised him that ACT no longer has a licensure/certification area. They discussed planning for test updates and Ms. Hill advised that while the area is

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near and dear to her heart, and she was willing to be a resource, she could not assist with the update. Ms. Hill advised that the test blueprint developed in 2010 is due for a review/update. She recognized that many areas of QD haven't changed since 2010, so she thought this task would be a reasonably simple undertaking, with any updates in tasks being added, mapping the test questions to the blueprint and developing plans for test versions.

Ms. Hill recommended a former ACT employee who has established a consulting agency in this area, Eric Vincent. Mr. Vincent has established his own consulting company and he is well versed in test blueprint preparation, validation and all related topics.

Director Riley spoke with Eric and he gave him a rundown of the consulting services his company provides, which include the various items included in the process of test validation. Mr. Vincent appeared very well informed and spoke in detail about the process of test blueprint and test development.

When asked about price, Mr. Vincent stated his company's services are cheaper than ACT because they are a much smaller operation. His guess was in the \$35,000 - \$70,000 cost range, depending upon our needs, but he stressed that this was just a guess. He asked for a copy of the report on the 2010 Test Blueprint, which would allow him to estimate much more effectively.

Director Riley requested guidance from the Board. Does the Board want him to obtain a more detailed estimate by providing Mr. Vincent a copy of the 2010 Blueprint Development Meeting? Or is there

some other avenue that the Board wishes to pursue?

The Board recommended that Director Riley obtain the estimate from Mr. Vincent.

### **Training Syllabus Update** – Gary Licht

This work is still in progress. Director Licht discussed the issues with off-the-shelf software programs. He is in contact with someone who is willing to update the software needed by the ABFDE at a very low cost.

### **OSAC Update** – Gary Licht

Director Licht discussed the activities and difficulties in creating the Organization of Scientific Area Committees (OSAC) process, particularly with regard to the Legal Resource Committee. There are several draft standards being worked on. The Forensic Document Examination subcommittee has decided to publish through the newly established Academy Standards Board (ASB).

### **Recertification** - Rick Horton

The update to the new Recertification SOP is missing from the website. It lowered the number of years that a Recertification Manager needs to retain of a Diplomates file. He will attempt to locate the newest version and provide it to the Secretary.

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**NEW BUSINESS****Newsletter Issues** – Linda Mitchell

Newsletter editor discussed the difficulty in finding material for a newsletter when so much is available through the DocExam list or other electronic media. It was determined that the ABFDE Newsletter would drop from three issues a year to two issues a year. There was also a discussion suggesting possible Newsletter articles.

**Receiving Points for Vendors Coming to the Lab** – Jim Josey

Recertification Manager Josey raised the issue that he has had several requests for recertification points for a vendor coming to a laboratory and demonstrating instrumentation. The BOD discussed this issue and could see some value in awarding points on a case by case basis, depending on the amount of time involved and extensive amount of training required by the vendor to the Diplomate.

**Rakoff Opinion - Almeciga v Center for Investigative Reporting** – All

A discussion was held regarding the Almeciga v Center for Investigative Reporting decision. It was determined that no action would be taken by the ABFDE at this time.

**Reorganization of the Testing Committee** – Lisa Hanson

Testing Committee Chair Lisa Hanson discussed the need to reorganize the Testing Committee, especially in lieu of the number of applicants cur-

rently in the testing phase, as well as the potential for additional applicants as a result of any National Commission of Forensic Science recommendation (s).

She moved that the BOD will consider a reorganization of the Testing Committee to expand participation and management of committee members. Rick Horton seconded. It was passed unanimously. Her vision was that it would be similar to the Recertification Committee, with three Directors as managers of the applicants. The need for additional practicals was again discussed. She will write up a proposal and modify the SOP's accordingly.

**SWGDOC Generic Training Guide** – Gary Licht, Ted Burkes, Andy Szymanski

The Training Manual that SWGDOC has been working on has been taken up by the OSAC Forensic Document Examination subcommittee. This manual has been drafted to be taken up by an examiner who finds that s/he has a trainee and needs to build a training program. It will be seen in the future through an OSAC or ASB venue.

**Committee Project Assignments** – Lisa Hanson

ACT Project – Tom Riley

Continuing Education – Andy Szymanski, Farrell Shiver

Credentials – Ted Burkes, Bonnie Beal, Jim Josey, Farrell Shiver

Nominations – Bonnie Beal

Public Relations – Gary Licht, Jim Josey

Recertification – Rick Horton, Sean Espley, Linda Mitchell, Tom Riley, Andy Szymanski

Rules and Procedures – Farrell Shiver, Gary Licht

ABFDE Syllabus – Gary Licht

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Test Preparation and Validation –  
Lisa Hanson, Rick Horton

Testing – Lisa Hanson, Rick Horton, Tom Riley

Workshop – Sean Espley, Tom Riley,  
Andy Szymanski

Newsletter Editor – Linda Mitchell

FSAB – Ted Burkes

Historian – Ted Burkes

### FSAB Changes – Ted Burkes

FSAB Committee Chair Ted Burkes was notified via e-mail, by FSAB President Tom Bohan, that a letter was being sent outlining an upcoming change to FSAB requirements. The letter had not been received as of the time of the BOD meeting. Subsequent to the meeting, the letter, dated May 25, 2016, was received, consisting of the following text:

In accord with ISO/IEC 17011 -the premier international standard for CAB-accrediting boards- the FSAB is adopting on-site evaluations as a regular part of its accreditation responsibilities. The trial site-visit carried out by an FSAB team at the ABFT headquarters this past November was part of the preparation being made for the new program. In addition to periodic visits to all the CABs, a visit will be made to each CAB filing an accreditation or reaccreditation application subsequent to January 1, 2017. Each visit, the lodging and travel cost of which will be borne by the CAB visited, will be made by two FSAB Directors at a location chosen by the CAB. At that location, the CAB will assemble all of the documents needed

for the review. The document posted at [http://thefsab.org/files/FSAB\\_Site\\_Visit\\_Protocol\\_20160523.docx](http://thefsab.org/files/FSAB_Site_Visit_Protocol_20160523.docx), meant to serve as a guide to documents required as well as to the protocol for the visit, will be put in final form after the FSAB receives suggestions from the CABs. In addition to submitting suggestions, please answer the following questions based on the assumption that an FSAB visit to your CAB will take place in 2016 or 2017.

- 1) At what location would you like the visit to take place?
- 2) Are all your CAB's documents stored at that location? If not, where are they stored? If they are not all in electronic form, where are the paper documents located?
- 3) If it would be especially difficult for your CAB to meet the document-presentation needs indicated on the enclosed list, what alternatives do you suggest?
- 4) Which months would be most convenient to your CAB for the visit?
- 5) Please identify by organizational titles the persons from your CAB you would want present during the visit.

Clarification was requested regarding whether or not the ABFDE was subject to a site visit in the next year. FSAB President Bohan responded that we would not be subject to a site visit for another two to four years.

A response to the questions will be sent at a later date.

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A discussion was held as to what records were being kept at the Houston office, and whether or not older records could be digitized. Director Rick Horton stated that he would draft a document indicating what needs to be in the files in Houston, and contact Anne Roper at the Admin office regarding what she is doing in maintaining Diplomat files.

**Dues Increase – Jim Green**

A discussion was held regarding a dues increase. To the collected recollection of those present, it had been ten years or so since the last dues increase. With the increase in FSAB expenses, as well as other increases in conducting the Board's business, it was thought that a dues increase was in order. It was decided to hold off on the increase at this time, but that the Diplomates could expect a modest dues increase to be addressed at next year's BOD meeting.

**Election of Directors – Lisa Hanson**

Director Jim Josey was scheduled to rotate off of the Board after having served two four year terms. Linda Mitchell moved that Miriam Angel and Katherine Schoenberger be chosen to run in the next election for the vacant position. Rick Horton seconded, and it was passed unanimously.

At his point, Vice President Lisa Hanson received an e-mail from President Rosalind Spencer that due to personal reasons she was resigning both as President and as a Board Member.

In discussing the vacancy, Vice President Lisa Hanson stated that for personal reasons, she could not step up to be the President, but was willing to continue as Vice President. It was determined that if Director Josey completed President Spencer's term as President, his staying on the Board to fulfill the vacancy would be allowed by the ABFDE bylaws.

Ted Burkes moved that Jim Josey be elected to complete the term of President of the Board for Rosalind Spencer. Gary Licht seconded. It was passed unanimously.

**Website**

After discussing possible issues with the website, it was decided that the BOD should have a single point of contact for insuring that appropriate documents and information be passed on to the Leavers for inclusion on the website. Ted Burkes moved that Bonnie Beal become the Website point of contact. Andy Szymanski seconded. It was passed unanimously.

**Next Meeting**

The next meeting will be in Houston, TX. March 24-26, 2017 was decided on as the dates.

Ted Burkes moved to adjourn. Gary Licht seconded. It passed unanimously.

[www.abfde.org](http://www.abfde.org)

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**2015-2016 Board Officers**

PRESIDENT	Jim Josey
VICE PRESIDENT	Lisa M. Hanson
SECRETARY	Ted Burkes
TREASURER	Jim Green

**2016-2017 Committee Chairs**

CONTINUING EDUCATION	Andy Szymanski
CREDENTIALS	Ted Burkes
HISTORIAN	Ted Burkes
NOMINATIONS	Bonnie Beal
PUBLIC RELATIONS.	Gary Licht
RECERTIFICATION	Richard A. Horton
RULES & PROCEDURES	Farrell Shiver
TEST PREP & VALIDATION	Lisa M. Hanson
TESTING	Lisa M. Hanson
WORKSHOP COORDINATOR	Sean A. Espley



**Webmasters:**  
**Bill & Lauren Leaver**

**CERTIFICATION COURSE**

*Do you have colleagues who want to become certified,  
but don't know what to expect?*

*Why not suggest that they come to the  
**Demystifying ABFDE Certification**  
For the next location and date, contact:*

*Lisa M. Hanson,  
ABFDE Vice President  
Testing Committee Chair  
[stillwaterfde@gmail.com](mailto:stillwaterfde@gmail.com)*

**SEND CONTRIBUTIONS  
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**Deadline for the next  
issue:**

**May 15, 2017**