

Southern Association of Forensic Scientists – Executive Board Meeting

Meeting Minutes

October 29, 2025

Present: President Tanja Kopp; Treasurer Laura Lawrence; Secretary Karlie McManaman; Past-President Amanda Venable; Members-at-Large April Brown, Erin Tracy, Allison Galassie, and Collin Shuford

Next Meeting: TBD

Meeting called to order at 11:32am, meeting adjourned at 11:49am

- Vote on new member applicants:
 - No questions/comments/concerns were received
 - **Full Membership:**
 - Carly Marchman (Georgia Bureau of Investigation)
 - Carter DePew (Tennessee Bureau of Investigation)
 - Courtney Johnson (Horry County PD)
 - Gena Brittain (Kentucky State Police)
 - Marcie Reese (Tennessee Bureau of Investigation)
 - Stacey Mathew (Tri-County Biological Science Center)
 - **Associate Membership:**
 - Arielle Miles (North Louisiana Crime Lab)
 - Olivia Williams (Tennessee Bureau of Investigation)
 - **Associates -> Full Membership:**
 - Stephanie Foley (GBI) – 2.5years on application in Spring 2025, submitted request through website to upgrade membership due to reaching 3 years of service (has attended a meeting)
 - Haley Sutcliffe (BCSO) – 2.5years on application in Spring 2025, automatically upgrade membership due to reaching 3 years of service (has attended a meeting)
- For travel pre-approval requirements there is no process outlined anywhere. Proposal if SAFS will incur travel costs on your behalf: email the President to get it approved before booking.
 - If driving a personal or rental car, submit gas receipts
- Discussion for 2028 locations in Memphis or Charlotte – both agreed to honor Fed per diem if booked by November
 - Embassy Suites in Charlotte
 - Westin in Memphis
 - Charlotte makes more sense based on location of regular meeting attendees, large airport, and perks at hotel – will move forward