

The SILENT WITNESS



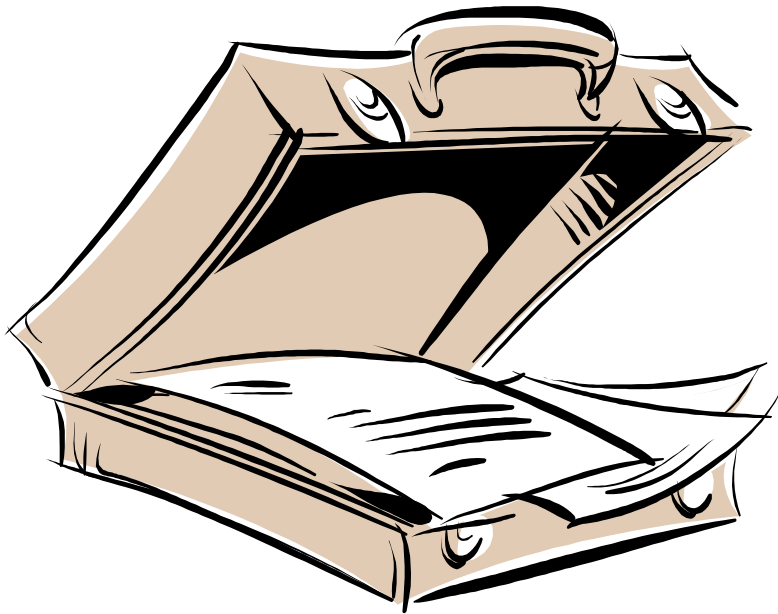
THE OFFICIAL PUBLICATION OF THE ROCKY MOUNTAIN DIVISION OF THE INTERNATIONAL ASSOCIATION FOR IDENTIFICATION

VOLUME 36

November 2002

Number 3

The Business Edition



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The Rocky Mountain Division of the International Association for Identification

“Every man owes a part of his time and money to the business or industry in which he is engaged. No man has a moral right to withhold his support from an organization that is striving to improve conditions within his sphere.”

President Theodore Roosevelt - 1908

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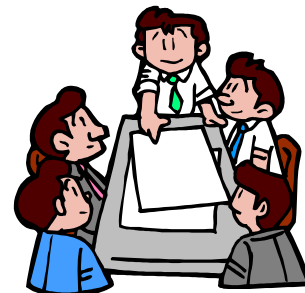
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Published in November 2002

Many thanks to the Arapahoe County Print Shop for their fast and friendly help in publishing The Silent Witness.

From the Editor,

This issue reflects the changes to Bylaws Article I, Section 5 as voted upon by the membership in 2001 under Resolution 01-01.

- Applicants for Membership no longer have to be published in *The Silent Witness* prior to acceptance as a member.



It also reflects the changes in the Constitution as voted upon by the membership at the Spring and Fall Conferences under Resolution 2002-1.

- The position of *Web Master* has been added.
- The position of *Secretary* has been divided into *Executive Secretary* and *Membership Secretary*. The subsequent Policy changes provide the definition and duties resulting from these changes to the Board of Directors and Officers.

Be sure to read Regional Representative Mark Beck's report on the IAI Conference in Las Vegas in this issue. Look for a recap of the fall conference in Breckenridge in the next issue, along with photos of the new Arapahoe SO building, featured members, and more.

Also, please note that all Lakewood Police E-mail addresses have changed from lakewood.org to lakewoodco.org. Add the "co" after "lakewood" for the correct destination.

**Send mail to: Laura A. DeLong, Senior Lab Technician
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Typed articles should be double-spaced. I can scan originals that are sent if you do not have the capability to submit in an electronic format. Submissions on disk, or via e-mail attachments, are greatly appreciated. If your digital article includes images, please submit them separately from the text, as Publisher doesn't seem to want to import them with the text.

Thanks,

In order to more easily distribute information contained in the RMD Newsletter, *THE SILENT WITNESS*, the RMD hereby grants permission for reproduction of articles presented in the Newsletter, provided the appropriate authorship, article title, publication, and issue credits are stated, unless otherwise noted.

The views in articles contained in *THE SILENT WITNESS* do not necessarily represent the views of the RMD-IAI. The Division neither guarantees, warrants, nor endorses the views of techniques presented but offer the information to the membership.

Some articles may contain processes utilizing chemicals, or combinations of chemicals which may be hazardous or potentially hazardous to the user's health. It is strongly recommended that appropriate precautions be exercised when using such chemicals. Extreme care should be utilized when using chemicals or combinations thereof wherein the hazards are not fully known. The RMD assumes no responsibility for the use of chemicals or combinations of chemicals as set forth in any article.

Articles to be considered for publication should be double-spaced, titled, to include author credits and pertinent reference when appropriate, and mailed to the Newsletter Editor. The Editor reserves the right to have Board approval of any article the is deemed controversial. Submissions on disk are greatly appreciated.

DEADLINE FOR CONTRIBUTIONS ARE: JANUARY 1, APRIL 1, JULY 1, OCTOBER 1

CONSTITUTION



Colorado - Wyoming

Est. 1967

Revised 2002

ROCKY MOUNTAIN DIVISION

International Association for Identification

COLORADO - WYOMING

CONSTITUTION

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ROCKY MOUNTAIN DIVISION

International Association for Identification
COLORADO - WYOMING

CONSTITUTION

Article II MEMBERSHIP

Sec. 1. Membership in this Division shall consist of Active, Life Active, Associate, Life Associate, and Honorary members. Application for membership shall conform to the provisions set forth in the By-Laws.

Sec. 2. ACTIVE MEMBERSHIP: The Active membership of the Division shall consist of persons who are engaged in the science of identification and forensic science, heads of Police Departments, Chiefs of Detectives and Sheriffs; PROVIDED HOWEVER, that the foregoing persons are bona fide employees of, and receive salaries from National, State, County or Municipal Governments, or some subdivision thereof. Active Members shall not lose their active status because of retirement or change of assignment so long as they remain in good standing.

Sec. 3. LIFE ACTIVE MEMBERSHIP: Life Active membership shall be limited to all past Presidents and to Active members of the Division who have paid their dues and assessments for the past twenty-five years, continuously, and who shall be eligible to vote, and be entitled to all privileges of an Active member and shall be excused, during their lifetime, from further payment of dues or assessments.

Sec. 4. ASSOCIATE MEMBERSHIP: All reputable persons, wholly or partially engaged in any of the various phases of the science of identification, and who are not qualified for Active Membership, are hereby eligible to become Associate members. They shall, in all respects, be subject to the same rules, fees, and charges, and will be entitled to the same rights and privileges as Active members, except they shall not be entitled to be elected to the office of President or Vice President.

Sec. 5. LIFE ASSOCIATE MEMBERSHIP: Life Associate membership shall be limited to Associate members of the Division who have paid their membership dues and assessments for the past twenty-five years continuously, and who shall be eligible to vote, and be entitled to all the privileges of an Associate member, and shall be excused during their lifetime from further payment of dues and assessments.

Sec. 6. HONORARY MEMBERSHIP: An Honorary membership in this Division shall consist of persons who have performed some particular service for the association, or who have in some way done some conspicuous thing for law enforcement. Such persons, upon the motion of any member in good standing, may be elected by the Board of Directors, or by the Division in conference assembled, to Honorary membership for a period of one year, and shall be excused from the payment of dues and assessments. They shall not be eligible to vote or to hold office.

Sec. 7. All applicants for membership shall be recommended by a member in good standing who shall sign the application form.

Sec. 8. Any other application for membership not covered by this article must be considered as a special case, and handled as such by a vote of the membership, upon recommendation of the Board of Directors.

Sec. 9. Membership certificates issued by the Rocky Mountain Division of the International Association for Identification are nontransferable. They remain the property of the RMD-IAI, but every person to whom a certificate has been issued shall be entitled to its continued possession unless and until such certificate is revoked.

Article III OFFICERS

Sec. 1. There are hereby created the following officers of the Division:

- a. President
- b. Vice-President
- c. Executive Secretary
- d. Treasurer
- e. Editor
- f. Historian
- g. Membership Secretary
- h. Webmaster

Sec. 2. There shall be a Board of Directors consisting of thirteen (13) persons of whom eight (8) are officers and four (4) are members, all of whom shall be elected at the Annual Conference. The Chair shall be the immediate Past President and thirteenth member of the Board. The Executive Secretary shall also serve as the Secretary of the Board.

Sec. 3. Any member of the Board of Directors who does not comply with assigned responsibilities, and do so in a timely manner, may be relieved of office by majority vote of the Board of Directors. Appointment of a replacement shall be made by the President, with approval of the Board of Directors, to fill the unexpired term.

Article IV COMMITTEES

Sec. 1. NOMINATING COMMITTEE: The Nominating Committee shall consist of all Past Presidents. They shall receive recommendations from any member who wishes to propose a candidate or candidates for election. After considering names of proposed candidates, they shall make nominations at the time of the election. Nothing herein contained shall be construed to preclude the nomination for office of any eligible member from the floor of the conference.

Sec. 2. AUDITING COMMITTEE: The Auditing Committee shall consist of three (3) members appointed by the President who shall audit and inspect the financial accounts of the Division during the Annual conference, and make a report to the Division at the conference, or at any such time as may be directed by the President or by the Board of Directors. The Auditing Committee shall be appointed by the President immediately after delivering the annual address to the conference.

Sec. 3. RESOLUTION COMMITTEE: The Resolution Committee shall consist of up to three (3) members and be appointed by the President. The duty of the committee will be to receive suggestions and incorporate them into resolutions for presentation to the members at conference business meetings.

Sec. 4. MEMBERSHIP and CREDENTIALS: The Membership and Credentials Committee shall consist of the Board of Directors, who shall pass on the eligibility of all applicants for membership and for all delegates to all conferences.

Sec. 5. REGIONAL LATENT PRINT CERTIFICATION COMMITTEE: The Regional Latent Print Certification Committee shall be appointed by the President with the consent of the Board of Directors, and shall consist of three (3) active members who are Certified Latent Print Examiners. Each year at the Annual Conference, a member will be selected to serve a three (3) year term on the committee; thereby maintaining a committee with staggered terms. Should a vacancy occur on the committee, the President will appoint a qualified member, with the consent of the Board of Directors, to fill the remaining term. The members of this committee may use no substitutes, nor may subcommittees be appointed. Any recommendations made, or actions taken, must be in accord with the rules and guidelines expressed herein, and the general rules and guidelines, as determined by the Latent Print Certification Board.

Sec. 6. BODY IDENTIFICATION TEAM: The Body Identification Team shall consist of members of the Division appointed by the President with the consent of the Board of Directors. Their purpose shall be to offer the expertise of the membership of the Rocky Mountain Division to any Coroner's office or Law Enforcement Agency in the States of Colorado or Wyoming to assist in human body identification in the event of a disaster in one of these states.

Sec. 7. REGIONAL CRIME SCENE CERTIFICATION COMMITTEE: The Regional Crime Scene Certification Committee shall be appointed by the President with the consent of the Board of Directors, and shall consist of three (3) active members, who are certified at any of the three (3) levels of certification. Initial appointments to the committee shall be for one (1), two (2), and three (3) years respectfully, to ensure staggered terms and continuity on this committee. Each year at the Annual Conference, a member will be selected to serve a three (3) year term thereby maintaining a committee with staggered terms. Should a vacancy occur on the committee, the President will appoint a qualified member, with the consent of the Board of Directors, to fill the remaining term. The members of this committee may use no substitutes, nor may subcommittees be appointed. Any recommendations made, or actions taken, must be in accord with the rules and guidelines expressed herein, and the general rules and guidelines, as determined by the Crime Scene Certification Committee.

Sec. 8. The President may appoint any other committees, or make individual assignments as deemed necessary for the good of the Division.

Article V DUTIES OF THE PRESIDENT

Sec. 1. The President shall preside at all meetings of the Division and preserve order and decorum. The President shall carefully supervise the affairs of the Division and labor for its usefulness and efficiency. The President shall appoint all standing and special committees as provided for herein, and shall fill, by appointment, all vacancies caused by death, resignation, or other cause, except as specifically provided otherwise herein.

Sec. 2. The President shall not succeed him/herself in office, except in cases where he/she serves the unexpired term of his/her predecessor.

Sec. 3. The President shall be an ex-officio member of all Boards and Committees.

Sec. 4. The President shall conduct all meetings according to the rules set forth in Robert's Rules of Order.

Sec. 5. The President shall be a voting member of the Board of Directors.

Article VI DUTIES OF THE VICE PRESIDENT

Sec. 1. The Vice President shall act as the presiding officer of the Division during the temporary absence or disability of the President.

Sec. 2. The Vice President shall be a voting member of the Board of Directors.

Sec. 3. The Vice President shall co-chair all conferences held during such term and shall coordinate efforts with the co-chair from the sponsoring agency.

Article VII DUTIES OF THE EXECUTIVE SECRETARY

Sec. 1. The Executive Secretary shall keep the records and minutes of the Division.

Sec. 2. The Executive Secretary shall prepare all necessary and appropriate correspondence for the Division.

Sec. 3. The Executive Secretary shall perform all other duties as may be assigned by the President or the Board of Directors.

Sec. 4. The Executive Secretary shall receive for expenses incurred during the performance of duties of Executive Secretary a sum deemed warranted by the Board of Directors. (See also Duties of the Treasurer, Sec. 6.)

Sec. 5. The Secretary shall record, type, and distribute copies of the minutes of all business meetings to each member of the Board of Directors.

Sec. 6. Upon receiving any application for certification from the parent body of the IAI, the Executive Secretary will forward each application to the appropriate regional certification committee for action.

Sec. 7. The Executive Secretary shall receive the Division's portion of the application fee for each applicant for certification or re-certification from the appropriate International Certification Board. These funds, when received, shall be forwarded to the Treasurer for deposit to the Division's accounts. These funds shall be used to defray expenses incurred by the Division's Certification committees.

Sec. 8. The Executive Secretary shall be responsible for the maintenance of an inventory of all Division equipment. Such equipment would include, but not limited to, computers, records, etc. A report of its location and current condition shall be submitted to the Board of Directors at the Annual Conference.

Sec. 9. The Secretary shall be responsible for submitting any amendment(s) or change(s) to the Constitution or By-laws of the Division to the Parent Body within thirty (30) days after it's introduction of first reading.

Sec. 10. The Executive Secretary shall be responsible for submitting an annual report of the Division's activities to the International Division Representative no later than thirty (30) days prior to the International Association for Identification Annual Educational Conference.

Article VIII DUTIES OF THE TREASURER

Sec. 1. The Treasurer shall keep the financial record of the Division.

Sec. 2. The Treasurer shall, upon receipt of completed applications for membership, forward such application to the Board of Directors for approval or disapproval. Any incomplete application for membership shall be returned to the applicant for correction by the Treasurer, without submittal to the Board of Directors.

Sec. 3. The Treasurer shall be a voting member of the Board of Directors.

Sec. 4. The Treasurer shall perform such other duties as may be assigned by the President or the Board of Directors.

Sec. 5. The Treasurer shall receive all moneys of the Division, and keep a just and accurate account between the Division and it's members.

Sec. 6. The Treasurer shall draw all warrants and checks for the expenses of the Division and shall sign same. Payment of expenses incurred in carrying on the business of the Division must be approved by the Board of Directors, unless the sum is under \$50.00, in which event, the approval of the Board of Directors is not necessary.

Sec. 7. The Treasurer shall furnish such bonds for the faithful performance of duties as the Board of Directors may require, the premium on such bonds to be paid for by the Division.

Sec. 8. The Treasurer shall submit, at the conference, a detailed report of receipts and disbursements, Division activities, and the condition of the Division accounts.

Sec. 9. The Treasurer shall receive for personal expenses, a sum deemed warranted by the Board of Directors.

Article IX DUTIES OF THE EDITOR

Sec. 1. The Editor shall receive all articles and items of interest, pertinent to the identification and investigation

professions, edit them when necessary, and prepare them for inclusion in the Division's publication. The Editor shall provide such other beneficial publicity for the Division as is possible.

Sec. 2. The Editor shall prepare a publication for the entire membership at least four (4) times a year, two of which shall be as soon after the semi-annual conferences as possible, giving the information gleaned at those conferences. The Editor shall be provided with a copy of each speaker's paper, or a tape recording of each lecture, and reproduce in the newsletter all pertinent technical information presented.

Sec. 3. An Assistant Editor(s) may be appointed by the President to aid the Editor as required.

Article X DUTIES OF THE HISTORIAN

Sec. 1. The Historian shall search for, collect, and have custody of all items of historical interest to the Division. The Historian shall inventory, identify, and mark each item as received. Any donations to the archives shall be acknowledged. A report of new acquisitions to the archives shall be presented at the Annual Conference.

Sec. 2. The Historian shall have responsibility for control and sale of all Division related merchandise at conferences and other Division gatherings with all moneys turned over to the Treasurer.

Sec. 3. The Historian shall maintain all books and publications belonging to the Division.

Sec. 4. The Historian shall perform such other duties as may be assigned by the President or the Board of Directors.

Sec. 5. Archival materials of the Division may be accessed upon approval of the President.

Article XI DUTIES OF THE REGIONAL REPRESENTATIVE

Sec. 1. The Regional Representative shall act as a liaison between the Division and the Parent Body in all matters pertaining to the welfare of either association in the attainment of their mutual objectives. With the approval of the Board of Directors, the President shall make the nomination of the person to be appointed Regional Representative for the Division to the Secretary-Treasurer of the Parent Body no later than thirty (30) days prior to the Annual Conference of the Parent Body.

Sec. 2. The Regional Representative shall receive all applications for membership in the Parent Body from the International Secretary-Treasurer. The Regional Representative shall be responsible for making an immediate and thorough investigation of the applicant's character and qualifications for membership in the Parent Body. Upon the completion of

the investigation, the applicant shall be returned to the International Secretary-Treasurer with written recommendation whether to approve or disapprove.

Article XII DUTIES OF THE BOARD OF DIRECTORS

Sec. 1. The immediate Past President shall be the Chairperson of the Board of Directors, and shall conduct all meetings of the Board of Directors.

Sec. 2. The Board of Directors shall act as an advisory committee to the President. The Board of Directors shall approve the activities of the Division and act for the membership between scheduled conferences.

Sec. 3. The Board of Directors shall select the place and date of all conferences and ensure that all members are notified.

Sec. 4. They shall approve the program of activities of all conferences of the Division and shall have control of the affairs of the Division during its recess.

Sec. 5. Seven (7) members of the Board of Directors shall constitute a quorum.

Sec. 6. The Board of Directors shall review and vote upon the nomination by the President to serve as the Regional Representative. Such nomination must be affirmed by a majority vote of the members of the Board, present and voting, before such nominee shall be confirmed.

Sec. 7. The Board of Directors shall review and vote upon the nomination by the President to serve on the Regional Latent Print Certification Committee. Such nomination must be affirmed by a majority vote of the members of the Board, present and voting, before such nominee shall be confirmed.

Sec. 8. The Board of Directors shall review and vote upon the nomination by the President to serve on the

Regional Crime Scene Certification Committee. Such nomination must be affirmed by a majority vote of the members of the Board, present and voting, before such nominee shall be confirmed.

Sec. 9. The Board of Directors shall comprise the Membership and Credentials Committee. They shall rule on the eligibility of all applicants for membership and all delegates to any conference.

Sec. 10. The Board of Directors shall have the power to try any member or officer on the Division upon any charge affecting that member's honor or conduct unbecoming a member or an officer, provided the charge is made in writing and signed by the person making the charge. The Board of Directors shall have the power, after hearing said charge and

providing the accused is found guilty by a majority vote, to expel, suspend, censure, or admonish such member or officer.

Sec. 11. Any written charge or charges against any member or officer shall first be placed in the hands of the President, who shall, within ten (10) days, lay the motion before the Board of Directors for consideration. If, in the sole judgment of the Board of Directors, sufficient grounds exist to try such member, the Board of Directors shall thereupon send a copy of said charge or charges to the accused by registered or certified mail, and the accused shall have thirty (30) days from the date of the mailing to the accused or such copy of said charge or charges within which to answer the charge or charges in writing. If the accused member fails to file a written answer within the time prescribed in this section, such failure shall constitute a waiver of rights to a hearing on such charge or charges, and the accused member shall thereupon abide by the action and decision of the Board of Directors in connection therewith, without the right of appeal to the next conference as set forth in Section 13 hereof.

Sec. 12. After due consideration of the evidence at hand, the Board of Directors shall, prior to the next conference, arrive at a decision and

Sec. 13. In the event the judgment of the Board of Directors is adverse to the accused, the accused shall have the right to appeal the decision of said Board of Directors to the membership of the Division at the next conference and the findings and order of the Board shall become final unless the Board is overruled by a vote of two-thirds (2/3) of the members present and voting.

Sec. 14. The Jay Jensen Memorial Award will be presented to a member or members in good standing of the Rocky Mountain Division of the International Association for Identification for exceptional work in the field of the Identification Science or through his/her, or their devoted, diligent work on behalf of the RMD-IAI, have greatly enhanced the image, integrity, and moral of the organization as a whole and have thereby brought credit to the high goals and integrity of the Identification Sciences.

The award will only be given by the RMD-IAI at any Annual Conference, when there is a need to recognize an outstanding member or members for his/her, or their contribution and hard work.

The Board of Directors will make the selection of the award recipient(s) based on an evaluation of the contributions of the nominee(s) and recommendations received by the Board of Directors from any RMD-IAI member in good standing or any other person(s) having knowledge of the nominee or nominee(s) contributions.

Letters or recommendation must be received by the Board of Directors no later than sixty (60) days prior to any Annual Conference and should contain the name(s) of the nominee(s)

and a list of his or her contributions. The selection of any nominee shall be the sole decision of the Board of Directors.

Article XIII DUTIES OF THE MEMBERSHIP SECRETARY

Sec. 1. The Membership Secretary shall receive all correspondence related to inquiries concerning new membership, membership status, Life Membership, etc.

Sec. 2. The Membership Secretary shall, upon acceptance to membership by the Board of Directors, issue a certificate of membership and a membership card to the new member.

Sec. 3. The Membership Secretary shall issue a membership card upon payment of annual dues and assessments. This card will bear the imprint of the year for which it is issued.

Sec. 4. The Membership Secretary shall maintain the physical records of all current and past members.

Sec. 5. The Membership Secretary shall prepare an annual roster of all current members and submit a copy of this annual roster to the Editor for publication in the business edition of The Silent Witness.

Sec. 6. The Membership Secretary shall receive, for expenses incurred during the performance of duties of Membership Secretary, a sum deemed warranted by the Board of Directors. (See also Duties of the Treasurer, Sec. 6.)

Sec. 7. The Membership Secretary shall perform all other duties as may be assigned by the President or the Board of Directors.

Article XIV DUTIES OF THE WEBMASTER

Sec. 1. The Webmaster shall possess and be able to demonstrate knowledge of basic web design, ftp, html, and web development software necessary to maintain the official RMD IAI website.

Sec. 2. The Webmaster shall receive all articles and items of interest pertinent to the identification and investigation professions, edit them when necessary, and prepare them for inclusion on the Division's website. The Webmaster shall

provide such other content beneficial to publicity for the Division as is possible.

Sec. 3. The Webmaster shall prepare a website for the entire membership, updated at least monthly. The Webmaster shall be provided with copies of the paperwork distributed at the meetings of the Board of Directors and all business meetings, as well as paperwork that is generated that may be of interest to the general membership.

Sec. 4. Assistant Webmaster(s) may be appointed by the President to aid the Webmaster as required.

**Article XV
ELECTIONS AND ANNUAL CONFERENCE**

1. All elections shall be at the Annual Conference and a majority of all votes cast shall be necessary to elect any candidate.
2. If more than two candidates are nominated for one office, the name of the candidate receiving the lowest number of votes shall be dropped on each succeeding ballot until two names remain, unless on any ballot, one candidate shall receive a majority of all votes cast, in which event, that candidate shall be declared elected.
3. All members are entitled to the floor of the conference or other deliberative assemblies of said conference including the meeting of the Board of Directors.
4. The Executive Secretary shall be responsible for the keeping of a full and accurate account of the proceedings of the conference.
5. The Annual Conference shall be held at a place and time designated by the Board of Directors and at that time, officers will be elected for the following year. Their terms of office shall run from January 1 to December 31 of the year following the Annual Conference at which they have been elected.

6. The presiding officer of all conferences shall be guided by the manual of Robert's Rules of Order.
7. Acceptance of Nomination. No member's name will be accepted into nomination for any office until such time as that member, if present, indicates a willingness to serve if elected. Additionally, the nominee shall notify the Executive Secretary, in writing, prior to nomination that he/she would consider serving in the position to which he/she might be nominated.
8. Members from seven (7) different law enforcement agencies shall constitute a quorum for the transaction of business at all regular or special membership meetings.

**Article XVI
EMBLEMS**

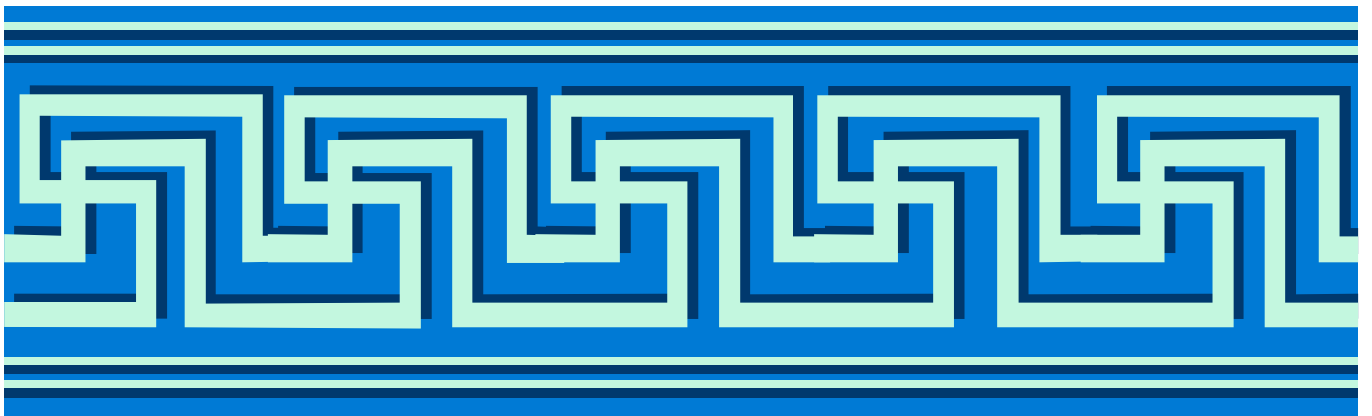
Sec. 1. The emblem of this Division shall be used only by members in good standing of the Division.

**Article XVII
AMENDMENTS**

Sec. 1. Any motion to change the Constitution of the Division must be approved by majority vote at a conference, and if so approved, must be submitted to the parent body for approval. When approved by the parent body, it must be set for final passage and adoption upon a majority vote at the next conference.

**Article XVIII
DISSOLUTION**

Sec. 1. In the event that this Division should be dissolved or otherwise terminated, the assets and income thereof shall not inure to the benefit of any member or private individual, but shall be used until they are exhausted for the purpose of carrying out the objectives for which this organization was formed.



BYLAWS

ARTICLE I

APPLICATION FOR MEMBERSHIP

Sec. 1. An application for membership for Active or Associate membership shall be made upon the official application form of the Division. A photograph, approximately 2" x 2" of the applicant must accompany the application.

Sec. 2. The Application for membership shall be forwarded to the Treasurer, together with the photograph and annual dues and assessments in the amount set forth herein. In case of rejection, said amount shall be returned to the applicant.

Sec. 3.

Applications for membership shall be required to reflect the primary discipline(s) in which the applicant most frequently practices. The disciplines currently recognized by the International Association for Identification and the Rocky Mountain Division include:

1. Fingerprint Identification
2. Polygraph Examination
3. Questioned Document Examination
4. Forensic Photography/Electronic Imaging
5. Firearms and Toolmarks Examination
6. Forensic Laboratory Analysis
7. Voice Identification and Acoustic Analysis
8. Crime Scene Investigation
9. Forensic Art
10. Innovative/General Techniques
11. Footwear and Tire Track Identification
12. Bloodstain Pattern Identification
13. Forensic Odontology
14. Forensic Entomology
15. Forensic Anthropology

Any future additions and/or deletions of discipline by the IAI shall automatically be accepted and adopted by the RMDIAI.

Sec. 4.

Association Membership in the various disciplines recognized by the Association shall be available only to those persons who demonstrate professional competence, integrity and good moral character. Membership shall be denied to any applicant when, upon diligent and thorough investigation, it is determined that the applicant:

A. Fails to meet the particular requirements of the applied for primary forensic discipline for which the application has been sought. Such requirements may, for time to time, be established and/or amended by each forensic discipline. -OR-

B. Has falsified, omitted or misrepresented any material fact in the application for membership. -OR-

C. Has exercised professional or personal conduct adverse to the best interests of the Association. -OR-

D. Has been convicted of any felony criminal offense. -OR-

E. Has testified under oath in an unethical manner.

Sec. 5. The Treasurer shall then transmit the application to the Board of Directors for approval or disapproval. No application shall be approved unless the majority approval of the members of the Board of Directors is obtained.

Sec. 6. After a majority approval is obtained as set forth in Section 3 of this Article and providing that the applicant is in all other aspects fully qualified, the Membership Secretary shall notify the applicant of acceptance as a member and shall forward to that applicant forthwith a certificate of membership, current roster, and a copy of the Constitution.

Article II

DUES AND ASSESSMENTS

Sec. 1. Dues for the Division shall be \$20.00 per year, payable January 1st each year.

Sec. 2. The Board of Directors may not levy assessments upon the membership except by majority approval of the membership.

Sec. 3. A member who is delinquent in the payment of dues after April 15th of each year is deemed not in good standing. It shall be the duty of the Membership Secretary to remove such member's name from the mailing list of the Division, pending payment of said dues, and a \$5.00 reinstatement fee. The names of all members in good standing shall appear on the Divisions roster that shall be published and distributed to the members in good standing by the Membership Secretary in June of each year. Any application with dues payment received after September 1st of any year will, after approval, pay the dues for the next calendar year.

Article III

AMENDMENTS

Sec. 1. The Bylaws of the Division shall be changed only upon approval by a majority vote of the attending members at any general membership meeting. They shall not become effective until approval by the parent body.

RMD - IAI POLICIES INDEX

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POLICY STATEMENTS

POLICY #1 **Establishing Policies**

Policies which will govern the way in which the RMDIAI conducts its business will be voted upon by the Board of Directors and take effect immediately unless otherwise specified.

These policies will be recorded as such by the Executive Secretary and a Policy Statement will be signed by the current Chair of the Board, the President, and the Executive Secretary.

A Policy Statement Notebook will be maintained by the Executive Secretary and brought to all Board of Directors meetings and the General Business meetings.

A policy may be rescinded or amended at any time by a majority vote of the Board of Directors.

POLICY #2 **Written Committee Reports**

All committee reports will be prepared in writing for presentation to the Board of Directors.

Written summaries of all committee activities will be prepared by the Chair of that committee for presentation at the General Business meetings.

POLICY #3 **Conference Fee Waiver – Executive Secretary & Treasurer**

RMDIAI conference fees shall be waived for the Executive Secretary and the Treasurer. This shall be the sum deemed warranted by the Board of Directors for personal expenses incurred as a result of their duties. (Refer to Article VII, Sec. 5 and Article VIII, Sec. 9 of the RMDIAI Constitution, 1988 Revision.)

The fees referred to shall include the conference registration fee and the banquet fee but will not include the cost of room and board while attending the conference.

This fee waiver is for the Executive Secretary and Treasurer only and does not apply to the fees of a spouse or guest.

Should the Executive Secretary or the Treasurer be unable to attend an RMDIAI conference, or for any other reason not wish the waiver, they may submit to the Board of Directors a request for personal expenses as allowed by the Constitution.

POLICY #4 **General Business Meeting Procedures**

In order to conduct more formal General Business meetings, The President, Executive Secretary, and Treasurer shall sit at the front of the room facing the members. The rest of the Board of Directors and any additional committee Chairpersons should sit in the first row of seats in the front of the meeting room.

Any person addressing the members should stand and face the members.

All written reports prepared for the meeting should be copied and distributed to all present.

POLICY #5 **Installation of New Officers**

The installation of new officers shall be conducted at the banquet following the Conference at which they were elected. Their duties and responsibilities of office shall begin on January 1st of the year following the conference in which they were elected. (See Article 13, Section 5.) The ceremony should be conducted by the out-going Chair of the Board. In the absence of the Chair, the Board may designate a Past President to conduct the ceremony.

The installation ceremony shall be conducted according to the format established by this policy. (The Executive Secretary has a copy of this format.)

The newly installed President should give a short acceptance speech on behalf of all the new officers.

POLICY #6 **President's Annual Report to Membership**

The President shall make an annual report to the membership at the General Business meeting at which time officers are to be elected.

The report will reflect the current status of the Division and its general plan for the future.

POLICY #7 **Conference Fee Waiver - Conference Hosts**

Members of this Division who are the host of a Division conference shall have their conference fee waived for that conference. To be considered as a host, the member must make a significant contribution to planning, organizing, or presenting the conference.

The Board of Directors shall have the final authority in the determination of who is considered a host should any question arise.

POLICY #8**Conference Fee Waiver - Speakers**

Anyone chosen to be a speaker at a Division conference shall have their conference fee waived should they desire to attend the other segments of the conference. The conference host shall be responsible for registering the speaker as a conference attendee and noting on the registration that the fee is waived.

POLICY #9**Conference - Host Letter of Commitment**

Any member wishing to host a Division conference must submit a letter of commitment, which has been signed by the top official of the member's agency. This is to assure the Division that the prospective host has the support and approval of their agency. The lack of such support has been shown to be a detriment to the successful presentation of a conference.

The letter shall be submitted to the Board of Directors as soon as possible after the member has indicated the desire to host a conference. The member will not become an official host until this letter of commitment has been received.

In the event that the member is self-employed, the member will submit a letter of commitment to the Board.

POLICY #10**Candidates For Office (Past Presidents)**

Past Presidents participating in the Nominating Committee and who are seeking an office of the RMDIAI will be excused from the meeting when the committee has its discussions for that office.

POLICY #11**Honorariums For Conference Speakers**

Honorariums for persons asked to speak at an RMDIAI conference shall be discussed with each person before scheduling that person as a speaker. The honorarium must be approved by a majority vote of the Board of Directors.

Honorariums are not encouraged. When appropriate, however, they must include a fee paid directly to the speaker or the full or partial covering of expenses incurred as a direct result of the speaking engagement.

POLICY #12**Conference Fee - Discounts & Refunds**

Pre-registration discounts on conference fees are to be encouraged for RMDIAI members. Whether a discount is offered and how much the discount is to be will be determined for each conference by the conference Host(s). The discount is subject to final approval by a majority vote of the Board of Directors. This discount will apply to RMDIAI members in good standing only.

A refund of the conference registration fee will be given to any registrants who are subsequently unable to attend the conference.

POLICY #13**Conference Recording Ban**

There shall be no recording (audio or video) of any conference speaker's presentation except that done by the RMDIAI for official purpose. This recording ban shall be included on the printed conference schedule and shall be announced at the beginning of each day's activities.

POLICY #14**Meeting Minutes**

The minutes for all Board of Directors meetings and all General Business meetings will be typed as soon after the meeting as is practical. The first page of the minutes will be typed on official RMDIAI letterhead stationery.

The Executive Secretary is encouraged to distribute the typed minutes to the members of the Board of Directors in advance of the next meeting. The members of the Board of Directors are encouraged to review the minutes prior to each meeting.

The minutes for the previous General Business meetings will be distributed to the members at the beginning of the next meeting.

POLICY #15**Special Mailing - Postage**

All "Special mailings" shall be done at the First Class rate. This is to ensure timely arrival of the materials to the recipients.

"Special Mailings" shall include but are not limited to conference brochures, dues notifications, questionnaires, solicitations, and other announcements. Any question as to the status of any proposed mailing will be decided by a majority vote of the Board of Directors.

POLICY #16**Honorary Members - Certificates**

Certificates and Membership Cards will be issued to Honorary Members by the Membership Secretary.

Certificates for Honorary Members will be issued with no member number and will be marked "Honorary Member" in place of the number. The certificates will be marked "Expires One Year From: (date of issue)".

Membership Cards will also be marked "Expires One Year From: (date of issue)".

Honorary Members will be encouraged to apply for regular membership when the "Honorary" term expires.

POLICY #17**Membership Application - Return of**

As of 11/14/01 this policy has been incorporated into Policy #19.

POLICY #18
Representative to Other Groups & Associations

In order to keep the Board of Directors and the Membership informed of developments in related fields the President may appoint representatives to attend the meetings of other Groups, Associations, and Organizations which are involved in the forensic disciplines. These representatives will make written reports to the Board of Directors outlining the group's activities and noting new developments that would be of interest to the membership. Written summaries will also be provided to the Membership at the General Meetings.

This is in no way intended to interfere with the governing or operation of these groups. The intent is merely to provide a means of information exchange between the RMDIAI and these groups.

POLICY #19
Applications Process

All Membership Applications received by the Treasurer shall be reviewed for approval or disapproval by the Board of Directors in the following manner:

1. The application will undergo a "Reading" by the Board at the first Board of Directors meeting following the receipt of the application by the Treasurer. If the application is incomplete or is not approved on "Reading" the Membership Secretary will make the appropriate notification to the applicant.

POLICY #20
Duties and Responsibilities of the Regional Latent Print Certification Committee

Sec. 1. The committee shall:

- a. Receive and review the application(s) for latent print certification ensuring that all necessary information is furnished together with letters of endorsements, photographs, etc.;
- b. Conduct necessary investigation regarding qualifications of the applicant(s);
- c. Make recommendations to the International Latent Print Certification Board (ILPCB) as to whether the applicant meet the requirements for testing or should be rejected, and
- d. Return the application with recommendation(s) to the Secretary-Treasurer of the International Latent Print Certification Board.

Sec. 2. Upon receipt by the Regional Latent Print Certification Committee (RLPCC) of the approval by the ILPCB of the applicant for testing, the RLPCC shall notify the applicant of the following:

- a. The date, time, and location at which the test will be administered;
- b. The name of the RLPCC member who will have responsibility for administering the test. (This name will also be forwarded to the ILPCB);
- c. The equipment that the applicant must bring to the test. (Fingerprint glass with reticule, etc.)

Sec. 3. The location of the testing site will be at the discretion of the RLPCC.

Sec. 4. The test will be administered by the RLPCC in accordance with the rules and guidelines established by the ILPCB.

Sec. 5. At the conclusion of the test, all prescribed testing material will be sealed and returned to the Secretary-Treasurer of the ILPCB for grading.

Sec. 6. If the applicant fails to achieve a passing grade on any portion of the test, a letter will be sent to the applicant by the ILPCB, with a copy to the RLPCC, advising that the applicant failed a portion of the test and as a result is not eligible for certification.

Sec. 7. If the applicant achieves a passing grade on the initial three portions of the test, the ILPCB will so advise the applicant and the RLPCC. If the original application indicated that the applicant has previously testified in a court of law to a latent print identification, the ILPCB will specify a date (approximately 3 months hence) by which the applicant must submit to the RLPCC a case for review and documentation of prior testimony. The case for review shall include those items prescribed by the ILPCB.

Sec. 8. The RLPCC will examine the "case for review" and the documentation of prior testimony, and if it is in order, will forward same to the Secretary-Treasurer of the ILPCB.

Sec. 9. If the applicant achieved a passing score on the initial three portions of the test and indicated on the original application that the applicant had not previously furnished testimony, the ILPCB will so advise the RLPCC and the applicant, that the applicant must undergo an oral board examination. The RLPCC shall set a date within six (6) months of the date of the letter for an oral board test and so advise the applicant and the Secretary-Treasurer of the ILPCB of the date set.

Sec. 10. The location of the testing site shall be at the discretion of the members of the RLPCC.

Sec. 11. The oral board test should be prepared by all three (3) members of the RLPCC and at least two (2) must be present. The test should be approximately one (1) hour in length and should encompass the following:

- a. A latent print and/or copy thereof;
- b. Inked print and /or a copy thereof;
- c. Charted photographic enlargements depicting the identification;
- d. List of qualifying questions;
- e. Original notes, work sheet or reports.

Sec. 12. The RLPCC shall put the applicant through a mock trial as would be experienced in a regular court of law with judge, prosecutor, and defense counsel. The prosecutor shall go thorough qualifying questions with the applicant responding, through the evidence testimony and an explanation by the applicant of the charted enlargements depicting the latent and inked prints and shall then be cross-examined by the defense. The cross-examination shall include questions on the background of fingerprint identification, number of points needed for identification and questions related to the applicant's background and experience.

Sec. 13. A tape recording shall be made of each applicant's mock trial proceedings and should include the date, name of the applicant, and the name of those participating in the oral board test. This shall be forwarded with the comments of the RLPCC as to the satisfactory or unsatisfactory participation by the applicant to the Secretary-Treasurer of the ILPCB.

POLICY #21 Membership Reinstatement

Any member who has been deemed "not in good standing" and has not paid his/her dues for a period of two (2) years or less and wishes to again be an active member must apply for reinstatement and pay the reinstatement fee of \$5.00 in addition to the annual dues for the current year and all dues in arrears. All dues in arrears will be calculated at the current rate.

Any member who had been deemed "not in good standing" and has not paid dues for a period of more than two (2) years must submit an application as if he/she were a new member. No reinstatement fee will be assessed. A new member number will be assigned.

Any member who fails to pay his/her dues for any particular year will lose whatever time he/she has accumulated toward being a Life Active Member. The twenty-five (25) years will begin accruing again with acceptance of his/her reapplication.

POLICY #22 Duties and Responsibilities of the Regional Crime Scene Investigator Certification Committee

Sec. 1. The committee shall:

- a. Receive and review the application(s) for Crime Scene Investigator Certification ensuring that all necessary information is furnished together with the letters of endorsement, photographs, etc.;

- b. Conduct necessary investigations regarding qualifications of the applicant(s);

- c. Make recommendations to the International Crime Scene Certification Board (ICSCB) as to whether or not the applicant(s) meets the requirements for the level of certification applied for or should be ejected, and:

- d. Return recommendation(s) to the Secretary-Treasurer of the ICSCB.

Sec. 2. Upon receipt by the Regional Crime Scene Investigator Certification Committee (RCSICC) of the approval of the ICSCB of the applicant(s) for testing, the RCSICC shall notify the applicant(s) of the Following:

- a. The date, time, and location at which the test will be administered.

- b. The name(s) of the RCSICC member who will have responsibility for administering the test. (These names will also be forwarded to ICSCB).

Sec. 3. The location of the testing site will be at the discretion of the RCSICC. The date and time of testing will be mutually agreed upon by the applicant(s) and the RCSICC.

Sec. 4. The test(s) will be administered by the RCSICC in accordance with the rules and guidelines established by the ICSCB.

Sec. 5. At the conclusion of the test, all prescribed testing material will be sealed and returned to the Secretary-Treasurer of the ICSCB for grading.

Sec. 6. If an applicant fails to achieve a passing grade on the test, a letter will be sent to the applicant by the ICSCB, with a copy to the RCSICC, advising that the applicant failed the test and as a result is not eligible for certification. If the applicant receives a passing grade on the test, the ICSCB will so advise the applicant and the RCSICC.

POLICY #23 Acceptance of Reports at Meetings

In accordance with Robert's Rules of Order, and in the interest of wise use of time at all Division meetings, the guidelines given below will be followed for the acceptance of reports.

When a committee or officer's report is only for the information of those present, whether board or general members, no action is necessary to vote or accept said report. Generally, the only types of reports that need to be voted on are as follows:

1. Those requiring the expenditure of Division monies.
2. Minutes of the board or business meeting.

3. Policies
4. Membership applications
5. Resolutions
6. Any other action so required by our constitution; such as nominations by the president.

Further, any special (non-standing) committee automatically ceases to exist when its final report has been presented or the term of the appointing president expires.

POLICY #24

Payment of Conference Registration Fees

Since the RMDIAI cannot bill persons, organizations, or agencies for conference registration fees after the conference, registrants will be required to pay the fees at the time they submit their registration. This applies to persons who pre-register as well as those who register at the door at the time of the conference.

To this end, the following wording will be placed on all conference registration forms and announcements: "All registration fees are due and payable at the time of registration."

POLICY #25

Alcohol at RMDIAI Sponsored Functions

The RMDIAI will no longer provide alcoholic beverages for attendees of any conference hospitality room or any other RMDIAI sponsored function.

POLICY #26

Chairing Board of Director's Meetings

Should the current Chair be unable to attend and chair a meeting of the Board of Directors, the following order will be used to select the person to chair that meeting only:

- A. The most immediate past Chair of the current board members and officers;
- B. Should no one fit "A", the President shall chair the meeting;
- C. Should no one fit "A" or "B", the Vice President shall chair the meeting.

POLICY #27

Immediate Duties of a New President

Unless otherwise directed by the Constitution, the President shall perform the following duties by the first meeting of the Board of Directors after taking office January 1st:

- A. All standing committee assignments will be completed. This does not apply to special committees formed during his/her term of office.
- B. Set forth in writing the goals he/she has for the Division for the coming year. These goals should be distrib-

uted to the Board of Directors and committee chair. The goals will include the expectations for committees and tasks of the officers.

POLICY #28

Use of Legal Representative

All official contact in Division matters requiring the services of the Legal Representative shall be channeled through the President. Such matters will include those directed by the Board of Directors as well as those matters that arise between board meetings. The latter issues will be communicated to the Legal Representative solely at the discretion of the President.

The purpose of this policy is to have a single line of communication with the Legal Representative.

POLICY #29

Division Meeting Agendas

In order to promote efficiency at all Division meetings a written agenda will be prepared and distributed. The Chair shall be responsible for the agenda for each meeting of the Board of Directors. The President shall be responsible for the agenda each business meeting.

POLICY #30

Membership Applications - Acknowledgment

See Policy #19

POLICY #31

Issuance of Stipends

It shall be the policy of the RMDIAI to provide a stipend to the RMDIAI Regional Representative for the purpose of representing the association at the IAI Annual Conference Business Meeting. Should the Regional Representative be unable to attend the annual conference, or turn back partial funds, one or more members may be chosen as an alternate using the following criteria.

- 1) Any member in good standing and currently serving as an officer/board member of either the RMDIAI or the Parent Body, or a committee member of either association.

AND

- 2) Any member in good standing who belongs to both the RMDIAI and the Parent Body.

All requests for stipends shall be addressed to the President by March 1st of each year and will be considered at the next business meeting. Funds permitting, the RMDIAI Board of Directors shall select one or more members to receive the annual stipend. The total stipend amount to be awarded shall be based on the following table and shall be equally divided when awarded to more than one member.

<u>Unrestricted Funds</u>
5% of funds

Any member accepting a stipend shall be required to represent the interests of, and speak on behalf of the Division at the IAI Annual Conference Business Meeting. The Board will make its positions and interests known to the recipient(s) in writing and shall require a written report from the recipient upon his/her return from the conference. This report should outline the positions and interests addressed, any official responses received from the Parent Body, and provide any additional information deemed to be of importance to the Division. This report should be submitted to the Executive Secretary of the Division within ninety (90) days of the end of the conference for inclusion into the minutes of the next scheduled business meeting.

POLICY #32
Fees and Vendors

It is the intent of the Division to solicit vendors to help defray the expenses incurred during our training seminars and conferences. To this end any vendor exhibiting any seminar or conference will pay a fee. Such fee may be in the form of a cash donation, money paid as an exhibitor fee, and/or the hosting of one or more meeting "breaks" or hospitality room.

Exhibitor's fees should be based upon the current, generally accepted, rate for such fees at professional conferences.

POLICY #33
Chair of the Nominating Committee

The current Chair of the Board will serve as the Chair of the Nominating Committee at the Annual Conference. In the absence of the Chair of the Board, the most immediate past Chair of the Board will act as the Nominating Committee. This person will present the report of the Nomination Committee at the General Business meeting and administer the oath of office at the installation of the officers.

POLICY #34
Publication of Newsletter Business Edition

The Editor will publish yearly a separate "business section" of the Division's newsletter. Items in this issue will include but not be limited to the following:

1. Membership Roster
2. Current Officers
3. Constitution and By-Laws
4. Policies

In order to include the updated roster and annual report to the IAI, the "Business Edition" should be published in July or August of each year, and this issue will be mailed to all members, all other IAI Divisions, and any other related organization deemed appropriate by the Board of Directors.

POLICY #35
Contributions, Recognitions and Memorials

Sec. 1. It shall be the policy of the RMDIAI to recognize the illness of a member, death of a member or member's spouse or immediate family.

Sec. 2. The Board of Directors shall direct the Executive Secretary to send an appropriate card on behalf of the Division in regards to the member's illness or death of the member's spouse or immediate family member.

Sec. 3. In the event a member passes away, the Board of Directors shall:

A. Direct the Executive Secretary to send an appropriate sympathy card to the survivors, and;

B. In the event of a memorial, or request for donations is identified by the family, a monetary contribution from Division funds, not to exceed \$25.00 shall be made, or;

C. In the absence of a designated charity, a \$25.00 contribution from Division funds shall be made to an educational fund selected by the Board, in memory of that individual.

POLICY #36
Board of Directors Reimbursement

It shall be the policy of the RMDIAI to provide for the reimbursement of related expenses for Board of Directors and RMDIAI Officers to attend the regularly scheduled bi-monthly meetings. Each request for reimbursement will be considered on a case by case basis and may not exceed the actual cost. No reimbursement will be made for expenses that are covered by the agency that the person requesting represents.

Receipts or sufficient copies will be provided, by the person requesting, to the Treasurer to substantiate all requests for reimbursement.

The request for reimbursement of costs will be voted upon by a quorum of attending voting BOD members at a meeting of the BOD, with the exclusion of the requesting member.

POLICY #37
Duties and Responsibilities of the Audit Committee

Sec. 1. The Committee shall:

1. Perform a semi-annual audit and inspect the financial accounts, which includes checking accounts and investment funds, all assets and liabilities. The first audit shall be performed by March 31st and the second audit shall be performed by October 31st of that calendar year.

2. Establish and recommend to the Board of Directors a Budget for the next calendar year, which is based upon the Fall audit.

3. Make recommendations to the Board of Directors for the improvement or change in the organizational assets and liabilities.

Sec. 2. Audit Procedures

1. The Audit Committee Chair will make arrangements with the RMD Treasurer for a convenient day, time and place for the audit to be performed. The Chair will allow at least a period of seven (7) days for the Treasurer to prepare for the audit.

2. The Treasurer shall prepare all necessary statements, receipts and ledgers. The Historian and the Executive Secretary shall prepare property inventories.

3. The Audit Committee shall review all necessary documentation concerning all assets, liabilities and real property of the organization. This documentation shall include but not be limited to all RMDIAI canceled checks, check registers, bank statements, receipts, invoices, investment fund statements, real property inventory and Treasurer report.

4. The Audit Committee shall verify that all documentation presented is in balance and a report of the audit submitted, to the Board of Directors by the next BOD meeting after the audit. The summation reports shall include all account balances, yields and/or capital gains/losses on investment accounts and status of real property inventory. A report shall be prepared by the Audit Committee following the Fall audit and prior to the end of the calendar year to advise the Board of Directors of the funding available for the upcoming year's budget.

5. The Audit Committee shall review all RMD investments as needed and make any necessary recommendations for changes to the Board of Directors.

**POLICY #38
Duties and Responsibilities of the Training Reimbursement Committee**

Sec. 1. The committee shall:

1. Be composed of three (3) RMDIAI members appointed by the President for the term of that President and will include at least one member of the Board of Directors.
2. Receive and review the applications for training reimbursement. Determine eligibility of applicant and the training received for possible reimbursement based on established training reimbursement rules.
3. Recommend approval or rejection of applications to the Board of Directors, who will notify the applicant.
4. If papers are in order, and approved by the Board of Directors, the Treasurer will issue a check for approved amount of reimbursement.
5. Submit a written report on the activities of the committee to the Board at each Board of Directors meeting.

Sec. 2. Training Reimbursement Rules. The committee shall use these rules to determine eligibility of the applicant, and of the training requested.

1. Requests may be made by a member in good standing. A member in good standing is one whose dues are current.
2. Training subject material must pertain to one or more of the identification disciplines established by the IAI.
3. The following must accompany the reimbursement request:
 - a. All information on the Request for Reimbursement form must be completed.
 - b. As proof of attendance, a copy of the member's class certificate, or a letter signed by the class instructor verifying attendance, and his/her individual payment receipt must be submitted to the Reimbursement Committee.
 - c. These documents must be received within thirty (30) working days of the end of the training class.
 - d. Applicants seeking pre-approval of reimbursement may submit their paperwork in advance of training. If approved, money will be set aside to cover the reimbursement. No funds will be paid out until the class is completed and proof of attendance and personal payment is received.
4. Reimbursement cannot exceed \$150. That is, the reimbursement will be equal to the costs of attending the training or \$150, whichever is less. Applicants may be awarded only one reimbursement per year.
5. If the application is rejected, the committee will notify the applicant in writing of the reason.
6. If papers are in order, notify the Board of Directors of the reimbursement amount and to whom to send the check. The Board of Directors will notify the committee of the date the check will be mailed.

Sec. 3. The availability of funds.

1. The amount of reimbursement money available is based on the amount of non-restricted funds reported in the Fall Audit of the proceeding year. This prevents the total depletion of RMDIAI funds yet allows for a reasonable number of reimbursements each year. The Board of Directors has the discretion to discontinue funding at any time.

2. The reimbursement money will be determined by the following table:

Non-Restricted Funds Total	Percentage	Total Reimbursement Available
\$10,000	20%	\$2,000 +
\$8 - 9,999	15%	\$1,200 - \$1,500
\$5 - 7,999	10%	\$500 - \$800
Less than \$5,000	0%	\$0

Sec. 4. The committee chair will maintain a file of all

Training Reimbursement applications and associated records of approval, rejection, and class attendance.

Sec. 5. Members currently serving on the Reimbursement Committee **shall not** be eligible to seek reimbursement for any training program.

Sec. 6. The rules will be published each year in the "Business Section" of *The Silent Witness*. In subsequent issues each year a notice of availability of the program will be published and list who to contact for a reimbursement pack of information.

POLICY #39

Filling Vacant Offices

As set forth in Article V, Section 1 of the Constitution, the President shall fill, by appointment, all vacancies as outlined. Should the office of the Chair of the Board of Directors become vacant, the President shall contact (in no particular order) past holders of that office until an appointment is made. This newly appointed Chair will act in that capacity until the next regular installation of officers.

Should the office of the President become vacant, the current Chair will assume that office and serve in the joint capacity of Chair and President until the next regular installation of officers. (See Article V, Section 2.)

GENERAL DESCRIPTION OF OFFICER'S DUTIES

PRESIDENT

The President sets the tone for the Division. Ideally, each president has the ability to lead the Division forward. The Constitution requires the President to appoint members of some committees prior to taking office on January 1st. The President works closely with the Board of Directors to run the Division in a harmonious and beneficial fashion. The President assists in preparing the Division's Annual Report to the IAI.

VICE PRESIDENT

Constitutionally, the Vice President acts as the presiding officer when the President is absent. However, the primary responsibility of this office is to co-chair all of the Division's conferences held during the term of office. The Division has a planning manual that is passed from one Vice President to the next. This manual was created to enable the Vice President to learn from the experience of proceeding Vice Presidents and help make each conference successful.

CHAIR OF THE BOARD

This office is filled by the outgoing President. The Chair conducts all meetings of the Board of Directors and prepares the agenda for each of these meetings. Since the Chair conducts the board meetings and the President oversees the Division, the RMDIAI is best served when these two officers work closely together and maintain an open line of communication.

BOARD OF DIRECTORS

These individuals chair most of the Division's Committees,

thereby providing a direct line of communication between the committee members and the officers. As with all of the offices, these positions will require the commitment of some personal time.

EXECUTIVE SECRETARY

The Executive Secretary is responsible for keeping the Division's records, handling the Division's correspondence, and typing the minutes of the board and general business meetings. A benefit of this office is that the Executive Secretary's registration fees are waived for all of the Division conferences.

MEMBERSHIP SECRETARY

The Membership Secretary is responsible for keeping the Division's roster, mailing out the letters of acceptance, annual membership cards, renewal forms, and working with the Editor to make any changes needed to prepare accurate mailing labels for *The Silent Witness* and conference announcements.

TREASURER

The Treasurer keeps the financial records of the Division, receives all applications for membership, and handles the Division's various accounts. This person works closely with the Executive and Membership Secretaries. The Treasurer's records are audited twice a year. A benefit of this office is that the Treasurer's registration fees are waived for all of our conferences.

EDITOR

The Editor publishes the RMD Newsletter, *The Silent Witness*, four times a year and is usually responsible for the printing of all special announcements. This officer exchanges newsletters with most of the other Divisions of the IAI.

WEBMASTER

The Webmaster publishes the general content of the official RMD Website www.rmdiai.org, and is responsible for the publishing of special announcements. This officer exchanges web content information with the other Divisions of the IAI.

HISTORIAN

The Historian keeps all items of historical interest to the Division. This includes maintaining the scrapbook, one of the most popular items at all of our conferences. This position also controls the various merchandise sold by the RMD. The Historian often takes the photographs found in the scrapbook.

REGIONAL REPRESENTATIVE

The Regional Representative acts as a liaison between the RMD and the IAI. The person serving in this capacity belongs to both associations.

COMMITTEES

There are several committees that are appointed on a yearly basis by the incoming President. Some committees are traditional and others are on an "as needed" basis. Serving on a committee is a good way to learn about the inner workings of the RMD and to see how members handle their responsibility

in these various offices.

Should you like to serve the RMD in some way, contact either the President or a board member who will gladly assist you in the proper protocol.

POLICY #40

Outstanding Achievement Award

It is the intent of the Rocky Mountain Division of the International Association for Identification (RMDIAI) to recognize its members for outstanding achievement in the profession of forensic identification and scientific investigation. This program is designed to recognize those individuals for their contributions to the advancement of forensics.

Any RMDIAI member, an RMDIAI member's supervisor or any law enforcement agency may submit a written nomination to the RMDIAI Board of Directors prior to July 1st of each year. The nomination may be an individual's name or a forensic team. If at least one person on a team is an RMDIAI member in good standing, the entire team may be nominated for an award so as not to single out one individual for a group effort.

The written nomination shall consist of a brief summary of the event(s) or activity for which the person or team is being considered for recognition of an outstanding achievement. A statement should also be included specifying why this person or team should be recognized. The RMDIAI Board of Directors will be charged with the responsibility of reviewing any and all award nominations to determine if they are award worthy and may limit the quantity of awards in any given year.

The annual Outstanding Achievement Award may consist of a certificate or plaque, which is at the discretion of the Board of Directors. The recipient(s) will be notified by letter of the award acceptance and will be invited to attend the General Business Meeting at the Annual Fall Conference to receive the award in person. The RMDIAI President or another designated person will present the award. If the recipient is not able to attend the award ceremony, another designated person may present the award at a later time.

POLICY NUMBER: 41

Publication of Division Website

The Webmaster will publish the official division website as new items become available from division officers, members and other related sources. Items on the website will include but not be limited to the following:

1. Home Page
2. Download Forms
3. Ramsey Fund
4. President's Welcome
5. Links
6. Feedback Form
7. Board of Directors
8. Membership
9. FAQ's
10. Body ID Team
11. News/Updates
12. Forum
13. Committees
14. Newsletter
15. Jay Jensen
16. Training
17. Merchandise
18. Other pages and information as necessary
19. History of RMDIAI
20. Constitution, Policies, & Bylaws

From the Jimmy C. Ramsey Training Reimbursement Committee

May/June Periodic Report:

The Committee received one (1) request for tuition assistance. Julie Kovats Fulton applied for \$150 to help defray the cost of attending a Colorado State University extension class in Forensic Anthropology and the Recovery of Human Remains. This class meets the criteria for reimbursement and her application is in the process of being evaluated by the remaining committee members.

George E. Slack, Chair

THE JIMMY C. RAMSEY MEMORIAL TRAINING REIMBURSEMENT PROGRAM

PROGRAM CONCEPT

This program has been developed to be used by a Rocky Mountain Division (RMD) member, in good standing, **for reimbursement of training associated costs** paid for by the member from his/her own funds. Reimbursement will be made for any training in one or more of the identification fields recognized by the International Association for Identification (IAI). The **maximum** reimbursement will be \$150.00.

This program will be administered by a Training Reimbursement Committee appointed by the President for the term of his office.

Upon request each applicant will be supplied with a packet of information and forms necessary to facilitate the reimbursement and show proof of completion of the training. The applicant must **register and pay for the training class themselves**, and complete the training, before any reimbursement will be made.

Applicants may submit their request in advance of training. Funds will be set aside based on the pre-approval, but no funds will be paid until the training is completed.

Applications are accepted at any time on a first come first serve basis. They should be mailed to the RMD-IAI Secretary. They will then be reviewed by a special committee appointed by the current President to determine that all the eligibility requirements have been met. Submission of an application is **no** guarantee that a reimbursement will be made.

Applicants that are not approved, because of lack of funds available, class content, or the member is not in good standing, will be notified.

Only members in **good standing** of the RMD-IAI are eligible. A member in good standing is one who is current with his/her dues.

REIMBURSEMENT PERIOD

The reimbursement period runs from January 1 until December 31 of each year or until the reimbursement money for the current period is exhausted.

REIMBURSEMENT LIMITS

Reimbursement will be awarded on the basis of the cost of the training fees, but cannot exceed \$150. That is, the reimbursement will be equal to the

costs of the training or \$150 maximum. **Applicants may be awarded only one reimbursement per year. TRAINING FEES MUST BE PAID FOR BY THE RMD-APPLICANT MEMBER**

Reimbursement will be considered only where the member has paid for the class training fees out of his or her own personal funds. Reimbursement cannot be made for training that was paid for by the member's agency or other sponsor. Reimbursement may be applicable for the registration, lodging, meals, or travel.

ACCEPTABLE TRAINING CLASSES

Any training will be considered acceptable that pertains to one or more of the identification disciplines established by the IAI.

APPLICATION INSTRUCTIONS

Obtain a "**Reimbursement Kit**" from the Executive Secretary of the Rocky Mountain Division of the IAI.

Read and follow all instructions.

Along with the reimbursement request, as proof of attendance, a copy of the member's class certificate, or a statement signed by the class instructor verifying attendance, and the individual member's payment receipt must be submitted to the Reimbursement Committee.

Reimbursement will be considered only when the member has paid for the class training fees out of his/her own personal funds. **Reimbursement cannot be made for training that was paid for by the member's agency or other sponsor.** Reimbursement may be given for registration, lodging, meals, or travel expenses.

ISSUANCE OF REIMBURSEMENT CHECKS

Reimbursement checks will be issued to the member as soon as practical if approved.

DUTIES and RESPONSIBILITIES of the TRAINING REIMBURSEMENT COMMITTEE

See Policy #38

(To be put on a letter head)

Greetings:

The Training Reimbursement Program was established in an effort to assist you with your studies and training. If you feel that you are qualified for this assistance and that the course of training you received falls with-in one of the identification disciplines, you may submit a Training Reimbursement Application.

To qualify you must:

1. Be a RMD-IAI member in good standing; one whose dues are paid and up-to-date.
2. Complete a Training Reimbursement Application.
3. Furnish, as proof of attendance, a copy of your class certificate, or a statement signed by the class instructor verifying attendance, and your payment receipt.

(Reimbursement cannot be made for training that was paid for by your agency of employment or other sponsor.

All requests must be received within thirty (30) working days of the end of the training class.

Sincerely,

Your Training Reimbursement Committee

TRAINING REIMBURSEMENT REQUEST FORM
Jimmy C. Ramsey Memorial
 Training Reimbursement Program

Please type or print legibly

RMDIAI Membership # _____

Name: _____ Title _____

Home Address: _____

City _____ State _____ Zip _____

Work Phone _____ Home Phone _____

Employed by _____

Supervisor 's Name _____

Department and Business Address _____

City _____ State _____ Zip Code _____

Mailing Preference: Home Work E-mail: _____

Title of Training Class _____

Subject of Training Class _____

(Must fit one or more of the IAI recognized disciplines)

Date of Class _____ Location _____

Total Training Cost _____

Amount Requested from RMDIAI _____ (not to exceed cost of training or \$150, which ever is less.)

Submission of an application is no guarantee that a reimbursement will be made.

I affirm that I have read the published rules regarding the issuance of an RMD-IAI Training Reimbursement and agree to abide by them in full. I understand that failure to comply will result in future reimbursements being denied. I also understand that I may not be selected for reimbursement approval.

Signature _____

Date _____

Mail to: RMDIAI/Executive Secretary
 Chris Loptien
 Jefferson County Sheriff's Office
 200 Jefferson County Parkway
 Golden, CO 80401

RMDIAI USE ONLY	
Date Received	_____
Member in Good Standing	_____
Class fits approved disciplines	_____
Supervisor Approval	_____
Funds Available	_____
Funds Approved	_____
Proof of Attendance Received	_____
Summary/Evaluation Received	_____
Reimbursement Check Mailed	_____

Committee Notes:

Sign somebody up!

For \$20 the benefits of being a Rocky Mountain Division IAI member are:

Discount on the Fall Training Conference (usually \$25).

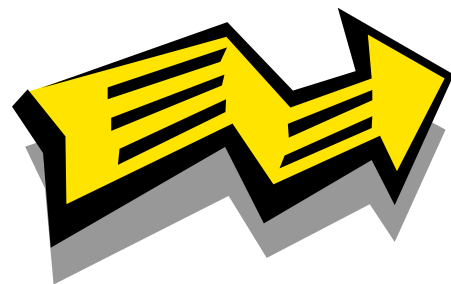
Discounts on RMD sponsored specialty training (this year \$50).

Your very own copy of *The Silent Witness* to add to your professional library.

Training reimbursement up to \$150 per year!

Plus, for every **four (4)** approved applicants you sponsor to join us in the RMDIAI by next September 1, you will receive a free RMDIAI polo Shirt.

If you sponsor **ten (10)** new approved members you win next year's Fall Conference tuition!



New Members Welcome!

Dory C. Weidert — Volunteer for
Westminster Police Department
Recommended by Kathy Ellis

Sheri S. Shimamoto — Volunteer for
Lakewood Police Department
Recommended by Don Lewis

Angela Marie Van Es — Fingerprint
Examiner for Colorado Bureau of
Investigation, Denver
Recommended by Al Martin

Membership Information Changes

Has your job status or employer changed? Changed your name or title?

New fax or telephone number? Changed or added an e-mail address?

Changed home or business addresses? Anything else we need to know to keep our mailing list current?

Please forward *any* changes to Secretary Chris Loptien at cloptien@co.jefferson.co.us or mail the information to:

Chris Loptien, RMD-IAI Secretary
Jefferson County Sheriff's Office
200 Jefferson County Parkway
Golden, CO 80401



ROCKY MOUNTAIN DIVISION
of the
INTERNATIONAL ASSOCIATION FOR IDENTIFICATION

MEMBERSHIP APPLICATION



Name of Applicant _____

Date of Application _____

I would like to be considered for membership in the ROCKY MOUNTAIN DIVISION of the INTERNATIONAL ASSOCIATION FOR IDENTIFICATION as an:

Active Member Associate Member

ACTIVE MEMBER: The active membership of this Division shall consist of persons who are engaged in the science of identification and forensic science, heads of police departments, chiefs of detectives and sheriffs; PROVIDED HOWEVER, that the foregoing persons are bona fide employees of, and receive salaries from national, state, county or municipal governments, or some subdivision thereof. An active member shall not lose his or her active status because of retirement or change of assignment so long as he or she remains in good standing.

ASSOCIATE MEMBERSHIP: All reputable persons, wholly or partially engaged in the various phases of the science of identification, and who are not qualified for active membership, are hereby eligible to become Associate Members. They shall, in all respects, be subject to the same rules, fees, and charges, and will be entitled to the same rights and privileges as active members, except they shall not be entitled to be elected to the office of President or Vice President.

State your qualifications for membership:
(Before answering, be sure to read the qualifications for membership as listed above.)

I understand that annual dues are \$20.00 payable on application, and are then due January 1st of each year thereafter. Please make checks payable to RMDIAI.

I've included \$5.00 for a lapel pin.

Signature

All information requested on this form must be provided or marked "Not Applicable".
Failure to provide the requested information will be cause for the return of this application.

Mail to: Susie Bailey - Treasurer
5265 Red Hawk Parkway
Brighton, CO 80601

MEMBERSHIP APPLICATION

Name _____ Date and Place of Birth _____

Employer _____ Title _____

Office Address _____ Office Phone () _____

City _____ County _____ State _____ Zip _____ - _____

Home Address _____ Home Phone () _____

City _____ County _____ State _____ Zip _____ - _____

Employment Reference: Supervisor/Other _____ Name _____

Address _____ Phone () _____

City _____ State _____ Zip _____ - _____

Have you ever been convicted of a crime? _____ If yes, give details _____

Degrees, Honors and Certifications? (include certifying organization)

Please indicate up to three of the following disciplines (numbers 1-3 with primary discipline as number 1) in which you are involved.

- | | | |
|--------------------------------|---------------------------------|-----------------------------------|
| ___ Fingerprint Identification | ___ Forensic Art | ___ Voice Print & Acoustics |
| ___ Crime Scene Investigation | ___ Polygraph | ___ Questioned Documents |
| ___ Laboratory Analysis | ___ Forensic Photography | ___ Firearms & Toolmarks |
| ___ Footwear and Tire Tracks | ___ Bloodstain Pattern Analysis | ___ Forensic Anthropology |
| ___ Forensic Odontology | ___ Forensic Entomology | ___ Innovative/General Techniques |

Other (Specify) _____

Where do you prefer to receive your mail? _____ Home Address _____ Business Address _____

E-mail/Web page? _____

Recommended by _____ Member's Number _____
(RMD Member's Signature)

Approved _____ Disapproved _____
(Date) (Date)

Signed by _____
(Chair of the Board)

From the Beginning...

A Chronology of RMDIAI Officers and Board Members

1st Year (1967)

F Albert, Pres.
G Archer, Vice Pres.
J Jensen, Sec.
A Erosky, Treas.
J Ramsey, Editor
Board
G Peterson
F Moore
D Davenport
R Watson
R McDonald

2nd Year (1968)

F Albert, Pres
G Archer, Vice Pres
J Jensen, Sec
A Erosky, Treas
J Ramsey, Editor
Board
G Peterson
F Moore
D Davenport
R Watson
R McDonald

4th Year (1970)

J Jensen, Pres
J Shumate, Vice Pres
R Piper, Sec/Treas
J Ramsey, Editor
Board
G Archer
G Peterson
D Hughes
JD Taylor
H Frankeberger

5th Year (1971)

J Shumate, Pres
JD Taylor, Vice Pres
R Piper Sec/Treas
J Ramsey, Editor
Board
J Jensen
G Peterson
H Frankeberger
R Paglione
D Hughes

6th Year (1972)

JD Taylor, Pres
D Hughes, Vice, Pres
R Piper, Sec/Treas
J Ramsey, Editor
Board
J Shumate
R L Smith
J Stoumbaugh
G Peltier
R M Smith

7th Year (1973)

D Hughes, Pres
R L Smith, Vice Pres
R Piper, Sec/Treas
J Ramsey, Editor
Board
JD Taylor
D Monsoor
R Paglione
L Brinerhoff
G Peltier

8th Year (1974)

D Monsoor, Pres
RL Smith, Vice Pres
R Piper, Sec/Treas
J Ramsey, Editor
Board
D Hughes
G Peltier
Cordel Brown
L Brinkerhoff
R Magan

9th Year (1975)

R Magan, Pres
J Ramsey, Vice Pres
R Piper, Sec/Treas
P Brachle, Editor
Board
D Monsoor
Cordel Brown
Ann Perry
J Davenport
G Peltier

10th Year (1976)

J Ramsey, Pres
R Piper, Vice pres
J Trujillo, Sec
J Jensen, Treas
L Hixon, Editor
Board
R Magan
H Anderson
Cordel Brown
K VanCleave

11th Year (1977)

R Piper, Pres
J Trujillo, Vice Pres
B Umberger, Sec
J Jensen, Treas
L Hixon, Editor
Board
J Ramsey
Cordel Brown
K Van Cleave
D Bustos
N Jennet

12th Year (1978)

J Trujillo, Pres
Cordel Brown, Vice Pres
B Umberger, Sec
J Jensen, Treas
L Hixon, Editor
Board
R Piper
D Bustos
N Jennett
R Schofield
Janet Martin

13th Year (1979)

Cordel Brown, Pres
R Scofield, VP
K VanCleave
J Jensen, Treas
L Hixon, Editor
Board
J Trujillo
R Piper
D Terwilleger
Carol Sniff
O Schmidt

14th Year (1980)

R Scofield, Pres
 L Hixon, VP
 K VanCleave, Sec
 Carol Sniff, Treas
 K Egli, Editor
 J Ramsey, Hist
Board
 Cordel Brown
 D Terwilleger
 O Schmidt
 Marilyn Wolf
 S Walters

15th Year (1981)

K Van Cleave, Pres
 Carol Sniff, VP
 L Hixon, Sec/Treas
 R Hendrickson, Treas
 K Egli, Editor
Board
 R Scofield
 Marilyn Jordan
 D Lutter
 D Terwilleger
 W Walters

16th Year (1982)

Carol Brown, Pres
 D Rhoden, VP
 L Hixon, Sec/Treas
 K Egli, Editor
 J Ramsey, Hist
Board
 K VanCleave
 S Bailey
 J Dietrich
 D Lutter
 S Walters

17th Year (1983)

D Rhoden, Pres
 S Bailey, VP
 L Hixon, Sec/Treas
 K Egli, Editor
 Cordel Brown, Hist
Board
 Carol Brown
 K Anderson
 J Dietrich
 P Frey
 S Walters

18th Year (1984)

G Rini, Pres
 K Anderson
 L Orvis, Sec/Treas
 K Egli, Editor
 Cordel Brown, Hist
Board
 D Rhoden
 G Rini
 J Dietrich
 P Frey
 G Karg

19th Year (1985)

K Anderson, Pres
 P Frey, VP
 L Orvis, Sec/Treas
 J Rosenbaugh, Editor
 Cordel Brown, Hist
Board
 S Bailey
 G Rini
 J Dietrich
 K Egli
 W Richie

20th Year (1986)

P Frey, Pres
 G Rini, VP
 L Orvis, Sec/Treas
 J Rosenbaugh, Editor
 T Griffin, Historian
Board
 W Richie
 K Egli
 J Dietrich
 W Bryant

21st Year (1987)

G Rini, Pres
 J Dietrich, VP
 L Orvis, Sec/Treas
 J Rosenbaugh, Editor
 T Griffin, Historian
Board
 P Frey
 W Richie
 K Egli
 W Bryant
 S Adams

22nd Year (1988)

J Dietrich, Pres
 L Orvis, Sec
 S Bailey, Treas
 K VanCleave, Editor
 T Griffin, Historian
Board
 R Piper
 P Frey
 W Richie
 J Ramsey
 J Swanburg

23rd Year (1989)

S Adams, Pres
 T Griffin, VP
 D Lukes, Sec
 S Bailey, Treas
 K VanCleave, Editor
 F Gimeno, Historian
Board
 J Dietrich
 D Kimball
 R Piper
 J Rosenbaugh
 J Swanburg

24th Year (1990)

T Griffin, Pres
 J Swanburg, VP
 D Likes, Sec
 S Bailey, Treas
 C Barker, Editor
 F Gimeno, Hist
Board
 S Adams
 J Anderson
 P Frey
 D Kimball/B Davis
 R Piper

25th Year (1991)

J Swanburg, Pres
 R Piper, VP
 D Lukes, Sec
 S Bailey, Treas
 C Barker, Editor
 S Adams, Hist
Board
 T Griffin
 J Anderson
 B Davis
 P Frey
 L Spatafora

26th Year (1992)

J Anderson, Pres
 L Spatafora, VP
 D Lukes, Sec
 S Bailey, Treas
 J Ramsey, Editor
 S Adams, Hist
Board
 J Swanburg
 G Eilers
 G Slack
 B Davis
 A Rugh

27th Year (1993)

L Spatafora, Pres
 B Davis, VP
 D Lukes, Sec
 S Bailey, Treas
 J Ramsey, Editor
 S Adams, Hist
Board
 J Anderson
 G. Eilers
 G. Slack
 R Sarno
 A Rugh

28th year (1994)

B Davis, Pres
 G Eilers, VP
 S Adams, Sec
 S Bailey, Treas
 J Ramsey, Editor
 A Antuna, Hist
Board
 S Adams
 G Slack
 R Sarno
 A Rugh
 J Shipman

29th Year (1995)

G Eilers, Pres
 A Antuna, VP
 S Adams, Sec
 S Bailey, Treas
 J Ramsey, Editor
 P Frey, Historian
Board
 B Davis
 C Andrist
 C Cates
 J Shipman
 G Slack

30th Year (1996)

J A Antuna, Pres
 C J Cates, VP
 C Andrist, Sec
 S Bailey, Treas
 J Ramsey, Editor
 P Frey, Historian
Board
 G Eilers, Chair
 J Keeran
 P McParlane
 G Slack
 L Smart

31st Year (1997)

C J Cates, Pres
 J Shipman, VP
 G Slack, Sec
 S Bailey, Treas
 J Ramsey, Editor
 (Barker/Eilers/DeLong)
 P Frey, Hist
Board
 J A Antuna, Chair
 J Kovats Fulton
 C Greene
 P Rowlett
 P McParlane

32nd year (1998)

J Shipman, Pres
 J Kovats Fulton, VP
 G Slack, Sec
 S Bailey, Treas
 L DeLong, Editor
 P Frey, Historian
Board
 J A Antuna, Chair
 T Adair
 C Andrist
 M Beck
 C Loptien

33rd Year (1999)

J A Antuna, Pres
 J Kovats Fulton, VP
 G Slack, Sec
 S Bailey, Treas
 L DeLong, Editor
 P Frey, Historian
Board
 J Shipman, Chair
 T Adair
 C Andrist
 M Beck
 C Loptien

34th Year (2000)

J Kovats Fulton, Pres
 T Adair, VP
 C Loptien, Sec
 S Bailey, Treas
 L DeLong, Editor
 P Frey Historian
Board
 J A Antuna, Chair
 G Slack
 G Eilers
 J Graham
 B Hille

35th Year (2001)

T Adair, President
 J Graham, VP
 C Loptien, Sec
 S Bailey, Treas
 L DeLong, Editor
 J A Antuna, Hist
Board
 J Kovats Fulton, Chair
 B Hille
 G Eilers
 S Wiese
 B Fritzen

36th Year (2002)

J Graham, President
 B Hille, VP
 C Loptien, Sec
 S Bailey, Treas
 L DeLong, Editor
 J A Antuna, Hist
Board
 T Adair, Chair
 S Wiese
 B Houchins
 C Jennings
 M Bennett

.....
 : If you have any anecdotes
 : you'd like to share about past
 : Officers or Board members,
 : please contact Historian
 : Anthony Antuna.
 :
 : If you'd like to see your name
 : added as a future participant,
 : please contact any Officer or
 : Board member.
 :
 :

Upcoming Training

RMDIAI Fall Training Conference

September 17-18-19, 2003

Great Divide Lodge— Breckenridge, CO

Contact: Bob Houchins

rhouchins@co.adams.co.us

Crime Scene Reconstruction

Tom Bevel & Ross Gardner

April 28-May 2, 2003

Arapahoe County Sheriff's Office Training Room II

13101 E. Broncos Parkway

Centennial, CO 80112

Contact: Laura DeLong

ldelong@co.arapahoe.co.us

Demystifying Palm Prints

January 08-20, 2003

Washington State Criminal Justice Training Academy

19010 1st Avenue South

Burien, Washington (suburb of Seattle/near Seatac Airport)

By Ron Smith CLPE/CSCSA, Retired Assoc. Director Mississippi Crime Lab

Tuition: \$300

Local Host: Jeri Eaton—King County Sheriff's Office, 206-296-7449

Recommended Lodging: Best Western Executel—206-878-3300

\$55.00 single or double occupancy, plus 12.4% sales tax

Courtroom Testimony Techniques “Success Instead of Survival”

January 06-07, 2003 — Burien, Washington (same information as palm class)

Ron Smith

Tuition: \$200

Basic Bloodstain Pattern Analysis

March 3-7, 2003

By Tom Bevel

Hosted by Colorado Bureau of Investigation—Montrose

Location: Montrose County SO , 1200 North Grand, Montrose, CO

Fee: \$530 Make checks or money orders payable to: “TBI” or “Wayne Bryant”

Registration deadline is February 15, 2003

Suggested Lodging: Holiday Inn Express (970-240-1800), San Juan Inn (970-249-6644), Comfort Inn (970-240-8000), Red Arrow Best Western (970-9641)

INTERNATIONAL ASSOCIATION for IDENTIFICATION 87th EDUCATIONAL CONFERENCE

The International Association for Identification held its 87th Educational Conference August 4-10, 2002, at the Riviera Hotel and Casino in Las Vegas Nevada. This year was the largest ever with 1531 registered attendees from over 20 countries.

Anthony Zuiker, creator of CSI, was the keynote speaker at the opening ceremonies. As Zuiker is a Las Vegas native and celebrity, the event and the conference as whole was well covered by the local media.

The conference presented 120 lectures and 75 workshops on nearly every imaginable topic in the forensic sciences. Daubert was of course the Buzz Word with several presentations relating to that topic. There were 55 vendors featured in the exhibition hall. There were also numerous social events and of course the many business meetings, committee meetings and panel discussions that are typical of the annual conferences.

The Rocky Mountain Division was well represented. RMD President John Graham of the Arvada PD, Board members Capt. Mike Bennett of the Pueblo PD and Sandra Wiese of the Northglenn PD, past Presidents John Dietrich of the Wyoming Division of Criminal Investigation and Charles Cates of the Wisconsin Division of Criminal Investigation, Richard Swanson of CBI-Pueblo, Kathy Ellis of the Westminster PD, and Don Lewis and Jeff Smith of Lakewood PD were all in attendance. It was also good to see past member Lynn Orvis formally from Arvada who is now at the Massachusetts State Police crime lab.

I wish to make a special note of appreciation to Grif for his personal effort in not only attending, but for also being a featured speaker and workshop instructor. I was able to attend the lecture, which was very well presented, but was not able to get into any of the workshops as they were fully booked well in advance. Thank you Grif...I am very proud to know you.

I did attend a lecture and workshop by David "Ski" Witzke, on a new way of charting latent comparisons. Ski will be a featured speaker at the Fall Conference in Breckenridge and I encourage everyone to be there if possible. *(Editor's note: This report was submitted prior to the fall conference.)*

Regional Representatives and Division Secretaries were invited to a breakfast hosted by Chief of Operations, Joe Polski. Among other issues, we were encouraged to inform IAI members, our divisions and our division members to utilize and contribute to the Robert L. Johnson scholarship and research foundation. New brochures will be printed soon and distributed to the membership. The Rocky Mountain Division is a bronze level contributor to the foundation.

We were also encouraged to promote membership in the parent body. There were in fact several attendees from Wyoming and Colorado at the conference who were not members of either the IAI, the RMDIAI or both. The new RMD Application brochures came in handy.

Steve Nash, from the Marin County Sheriff's Office, San Rafael, California, was elected President (please see the IAI web page at <http://www.theiai.org> for a complete listing of new officers.)

The 88th Educational Conference is scheduled for July 6-11, 2003, in Ottawa, Ontario, Canada.

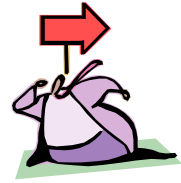
The 89th Annual Conference will be held in St. Louis to mark the 100th anniversary of the 1904, World's Fair and Exposition which was held in St. Louis. It was at the 1904 World's Fair that most of the United States was introduced to fingerprints as an identification science by representatives of Scotland Yard who were guarding the crown jewels which were on display. It should be an auspicious occasion as well as an excellent educational opportunity and all-around good time.

Become a member and attend a conference. It is an opportunity to meet many of the top people in the forensic sciences, keep up on current topics, see the newest equipment and techniques, and network with people in the field from all over the world.

*Mark David Beck
Regional Representative*

Brag on Yourself! Brag on Someone Else!

Use this form to nominate someone (group or individual) who has done outstanding work related to any area of forensics in your own office or another. Copy this nomination form and make sure your supervisors are aware of this chance to brag on your good works.



Deadline for nominations are July 1st of every year so that the Officers and Board of Directors of the RMDIAI have a chance to review the nominations before the Fall Conference when awards are presented.

From the Crime Scene Certification Committee

Three complete sets of books used as reference material for the certification process are available for check-out. Two sets are at Lakewood Police Department. Call Bob Hille at 303-987-7311 or E-mail bobhil@lakewoodco.org. One set is available at Adams County through Bob Houchins. Call 720-322-1262 or E-mail rhouchins@co.adams.co.us.

March/April Report:

The following have applied for certification:

- Mark Beck, Laramie Police Department, as a Crime Scene Analyst through the Fast Track I program.
- Ronald Gabel, Denver Police Department, as a Crime Scene Technician.

Jack Swanburg, Retired Arapahoe County Sheriff's Office, has applied for re-certification as a Senior Crime Scene Analyst.

May/June Report:

Ron Gabel from Denver PD and Tom Adair from Arapahoe County SO took their tests.

John Graham from Arvada PD passed his Crime Scene Technician test.

submitted by Robert C. Houchins, Jr., Chair

Since the IAI has decided not to implement re-testing for re-certification at this time, the decision to buy additional sets of books has been put on hold.

From the Latent Print Certification Committee

March/April Periodic Report:

Since March 11, 2002, the Latent Print Certification Committee received and approved one re-certification application:

Carol Brown, Pueblo Police Department

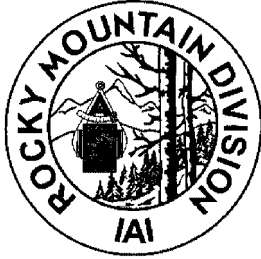
May/June Periodic Report:

Since May 8, 2002, the Latent Print Certification Committee received and approved two re-certification applications:

Scott Pratt, CBI Denver

Kenneth Van Cleave, CBI Pueblo

submitted by Carolyn B. Barker, Chair



Rocky Mountain Division of the International Association for Identification

POLICY NUMBER: 40

POLICY TITLE: OUTSTANDING ACHIEVEMENT AWARD

It is the intent of the Rocky Mountain Division of the International Association for Identification (RMDIAI) to recognize its members for outstanding achievement in the profession of forensic identification and scientific investigation. This program is designed to recognize those individuals for their contributions to the advancement of forensics.

Any RMDIAI member, an RMDIAI member’s supervisor or any law enforcement agency may submit a written nomination to the RMDIAI Board of Directors prior to July 1st of each year. The nomination may be an individual’s name or a forensic team. If at least one person on a team is an RMDIAI member in good standing, the entire team may be nominated for an award so as not to single out one individual for a group effort.

The written nomination shall consist of a brief summary of the event(s) or activity for which the person or team is being considered for recognition of an outstanding achievement. A statement should also be included specifying why this person or team should be recognized. The RMDIAI Board of Directors will be charged with the responsibility of reviewing any and all award nominations to determine if they are award worthy and may limit the quantity of awards in any given year.

The annual Outstanding Achievement Award may consist of a certificate or plaque, which is at the discretion of the Board of Directors. The recipient(s) will be notified by letter of the award acceptance and will be invited to attend the General Business Meeting at the Annual Fall Conference to receive the award in person. The RMDIAI President or another designated person will present the award. If the recipient is not able to attend the award ceremony, another designated person may present the award at a later time.

Nomination form on reverse side.
Mail your nominations to:

RMDIAI Executive Secretary, Chris Loptien
Jefferson County Sheriff’s Office
200 Jefferson County Parkway
Golden, CO 80401

A non-profit organization chartered in 1967 for the purpose of educating law enforcement professionals in the Colorado-Wyoming area in the forensic sciences.

**OUTSTANDING ACHIEVEMENT AWARD
NOMINATION FORM**

Submitted by: _____

Agency: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Date: _____ **Are you an RMDIAI member? Yes** **No**

Nomination for: **Individual (Must be an RMDIAI member)**
 Forensic Team (At least 1 person on team must be RMDIAI member) **Yes**

Nominee Name(s) & Agency: _____

Brief summary of reason for nomination:

Detailed information (attach additional pages as necessary):

THIS AREA FOR RMDIAI BOARD OF DIRECTORS USE ONLY

Date Received : _____ **Approved** **Disapproved** **Date:** _____

Reason: _____

Award : **Certificate** **Plaque** **Other:** _____

Award Place: **Conference** **Other** _____

Notify Recipient(s): **Y** **N** **Other** _____ **Date:** _____

RMD SHIRTS

Use this coupon for ordering your very own RMD-IAI logo golf/polo shirt.

The shirts are available in sizes *small* through *extra-large*, and the colors red, gray, maroon, and teal.

Shirts are \$25.00, plus \$3.95 shipping and handling, for a total of \$28.95 each.

Please indicate:

Size _____, color _____, quantity _____
Size _____, color _____, quantity _____



Send requests to: J. Anthony Antuna, Historian – UNC PD
501 20th Street, Gray Hall
Greeley, Colorado 80639
(970) 351-1993
anthony.antuna@exchange.unco.edu

Or use the form on our web page: <http://www.rmdiai.org>

MAKE CHECKS PAYABLE TO: ROCKY MOUNTAIN DIVISION IAI

RMD pins, patches, and other merchandise are also available. Call Anthony Antuna or Greg Eilers (303-987-7317) for pricing and availability.

Have you got a suggestion for additional or alternate merchandise?
Contact any RMDIAI Officer or Board Member.

A CRIME SCENE AXIOM ???

A crime scene is in perfect condition until the arrival of the first police officer.

It goes to hell in direct geometric proportion
to the number and rank of the supervisors that show up.

Submitted by Bruce Adams, Littleton Police Department

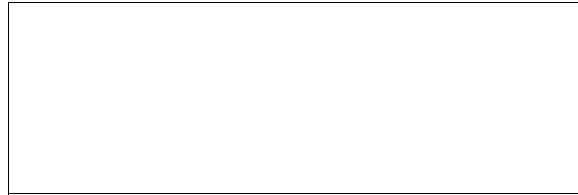
Miscellaneous Notes:

- Congratulations to Cordell Brown on his retirement from CBI, Pueblo.
- Congratulations to Sue Bailey for 30 years at CBI, Denver.
- Congratulations to Carol Barker for achieving Life Membership status with RMDIAI.
- Congratulations to Mike Bennett on his promotion to Captain.
- Speedy recovery to Shelli Hisey after her foot surgery.
- Speedy recovery to Jeanie Bickel with her cracked and chipped neck bones—hope the neck brace does the trick to avoid surgery!
- Condolences to the family and friends of Dr. Wilbur Richie who passed away this October.
- Look for more details on these events in the next issue of *The Silent Witness*.

**ROCKY MOUNTAIN DIVISION
INTERNATIONAL ASSOCIATION
for
IDENTIFICATION**

Laura A. DeLong, Editor
5461 S. Youngfield Court
Littleton, CO 80127-1526

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The Silent Witness is Dedicated
to Bringing Information and
Continued Education to the
Rocky Mountain Division of
the International Association
for Identification.

Dues are renewable January 1st of each year and become delinquent after April 15. If you have not paid your dues yet and wish to remain a member in good standing, please mail your check for \$25.00 to: Sue Bailey, Treasurer 5265 Red Hawk Parkway. Brighton, CO 80601 Make checks payable to: RMD-IAI. Your canceled check will serve as your receipt. If a receipt is required, please enclose a self-addressed, stamped envelope. Thank You.