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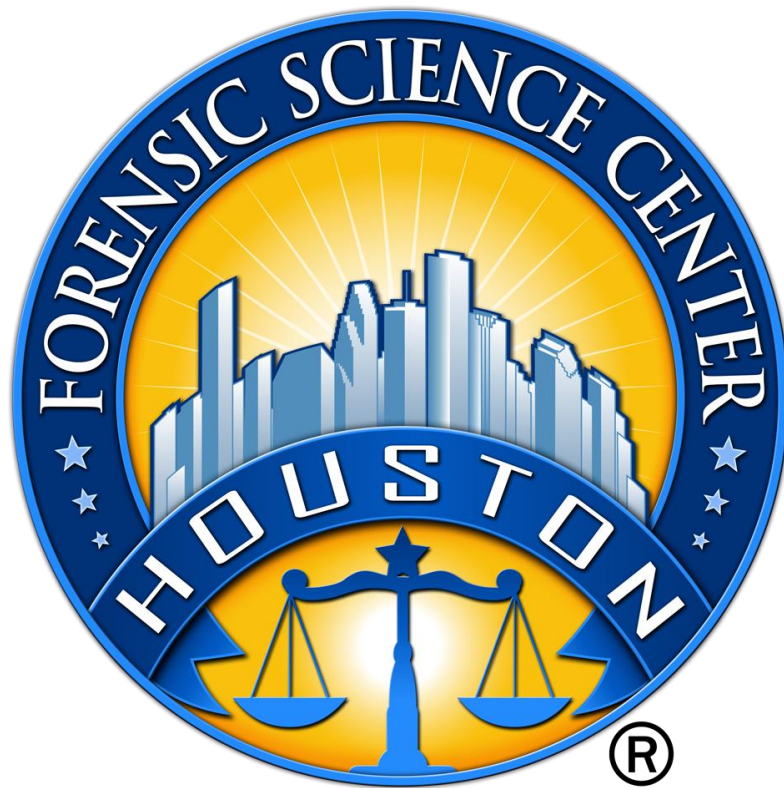
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Houston Forensic Science Center, Inc.

Board of Directors Meeting

February 14, 2020



Position 1 - Dr. Stacey Mitchell, Board Chair

Position 2 - Anna Vasquez

Position 3 - Philip Hilder

Position 4 - Francisco Medina

Position 5 - Janet Blancett

Position 6 - Dr. Robert McPherson

Position 7 - Vacant

Position 8 - Mary Lentschke, Vice Chair

Position 9 - Vacant

Ex-Officio - Tracy Calabrese

HOUSTON FORENSIC SCIENCE CENTER, INC.

NOTICE OF PUBLIC MEETING

February 14, 2020

Notice is hereby given that beginning at 9 a.m. on the date set out above, the Board of Directors (the "Board") of the Houston Forensic Science Center, Inc. (the "Corporation") will meet in the Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002. The items listed below may be taken out of order at the discretion of the Chair and any items listed for closed session may be discussed and/or approved in open session and vice versa as permitted by law.

AGENDA

1. Call to order.
2. Roll call; confirmation of presence of quorum.
3. Reading of draft minutes from January 10, 2020 board meeting. Consideration of proposed corrections, if any. Approval of minutes.
4. Public comment.
5. Report from Dr. Stacey Mitchell, board chair, including a monthly update of activities and other announcements.

Reports and presentations by corporate officers, staff and possible related action items

6. Report from Dr. Peter Stout, president and CEO, including technical updates, outreach efforts, staffing changes and other corporate business items.
7. Monthly operations report from Dr. Amy Castillo, vice president and COO, including a review of turnaround times and backlogs.
8. Latent print section update from Mr. Timothy Schmahl, manager of latent prints, including an overview of staffing, training and resource challenges.
9. Presentation by Mr. David Leach, CFO and treasurer, regarding proposed reallocations to the fiscal year budget and possible related action.
10. Treasurer's report from Mr. Leach regarding company financials and other fiscal updates.

Reports and presentations by staff

11. Report from Ms. Erika Ziemak, quality director, regarding quality assurance, including review of testimony monitoring, proficiency tests and corrective actions for the months of January and February.

12. Report from Mr. Jerry Pena, director of CSU and digital multimedia evidence, on evidence collection, turnaround times and other updates.

13. Adjournment.

–NOTICE REGARDING SPECIAL NEEDS –

Persons requiring accommodations for special needs may contact the HFSC at 713-929-6760 to arrange for assistance.

–NOTICE REGARDING PUBLIC COMMENT –

Members of the public may address the Board during the "Public Comment" segment of the meeting. Each speaker should limit his or her comments to three minutes. The Chairman may limit both the number of speakers and the time allotted for each speaker. A speaker who plans to submit a document for the Board's consideration should provide at least ten copies of the document, each marked with the speaker's name.

– NOTICE REGARDING CLOSED MEETINGS –

As authorized by Texas Government Code Chapter 551.001 (the "Open Meetings Act"), if during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at the date, hour and place given in this Notice or as soon after the commencement of the noticed open meeting, for any and all purposes permitted by Section 551.071-551.089, inclusive, of the Open Meetings Act.

The presiding officer shall announce that the Board will convene in a closed meeting; that is, in "a meeting to which the public does not have access," sometimes known as an "executive session." The presiding officer's announcement will identify the provision(s) of the Open Meetings Act permitted by Section 551.071-551.089 under which the closed meeting will be held. Should any final action or vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action or vote shall be taken only in a meeting open to the public, including reconvening the open meeting covered by this Notice.

**Certification of Posting of Notice of the Board of Directors ("the Board) of the
Houston Forensic Science Center, Inc. (the "Corporation)**

I, Jordan Benton, coordinator of board relations and executive administration, do hereby certify that a notice of this meeting was posted on Tuesday, the 11th day of February, 2020 in a place convenient to the public in the Council Annex Chambers, 900 Bagby Street. (Public Level), Houston, Texas 77002, and on the HFSC website as required by Section 551.002 et seq., Texas Government Code.

Given under my hand this the 11th day of February 2020.

Jordan Benton

Houston Forensic Science Center, Inc.

MEETING OF BOARD OF DIRECTORS

MINUTES

January 10, 2020

The undersigned, being the duly appointed secretary of the Houston Forensic Science Center, Inc., (“HFSC” and/or the “Corporation”) hereby certifies the following are true and correct minutes of the January 10, 2020 meeting of the Board of Directors (the “board”) of the Corporation.

- A. In a manner permitted by the Corporation’s Bylaws, the meeting was called by providing all directors with notice of the date, time, place and purposes of the meeting more than three days before the date of the meeting.
- B. In accordance with Chapter 551, Texas Government Code, made applicable to the Corporation by Section 431.004, Texas Transportation Code, a notice of the meeting was duly posted on January 7, 2020, in the same manner and location as required by law of the City of Houston, Texas (the “City”).
- C. The meeting was called to order by Dr. Stacey Mitchell, board chairwoman, at approximately 9 a.m. on Friday January 10, 2020 in the Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002.
- D. Ms. Jordan Benton called the roll. The following directors were present: Dr. Stacey Mitchell, Philip Hilder, Francisco Medina, Janet Blancett, Dr. Robert “Bob” H. McPherson, Mary Lentschke and Ms. Tracy Calabrese

Ms. Anna Vasquez was absent from the meeting.

Chairwoman Mitchell declared a quorum was present.

Vice Chair Lentschke left the meeting at approximately 10:17 a.m. Mr. Medina left the meeting at approximately 11 a.m. Chairwoman Mitchell noted the board no longer had a quorum.

- E. Chairwoman Mitchell asked if any changes were needed for the November 18, 2019 special meeting minutes. No directors had changes. Mr. Hilder made a motion to approve the minutes. Mr. Medina seconded the motion. The motion passed unanimously.
- F. Chairwoman Mitchell asked if members of the public wished to address the board. No one addressed the board.
- G. Chairwoman Mitchell presented a chair’s report. Dr. Mitchell said she attended HFSC’s January all-staff company meeting and addressed employees, thanking them for their hard work.

- H. Chairwoman Mitchell presented the board with a resolution to designate the annual selection of the Vice Chair of the board to coincide with the annual appointment of HFSC's corporate officers. Dr. McPherson made a motion to pass Resolution 2020-001. Mr. Hilder seconded the motion. The motion passed unanimously.
- I. Dr. Peter Stout, president and CEO, gave the president's report. Dr. Stout reviewed HFSC's overall turnaround time and requests for December 2019. Dr. Stout gave a staffing update and shared certifications earned by staff. He said HFSC has completed the lab-wide move to 500 Jefferson and all disciplines are operational. Dr. Stout said the toxicology section resumed blood alcohol analysis on December 30, but drug analysis will not restart until later this year after the section validates two new instruments. Dr. Stout shared the findings of a needs assessment required by the 2016 Justice for All Act. He said the National Institute of Justice (NIJ) report revealed an annual \$640 million resource gap in forensics, noting there are 570,000 backlogged requests nationwide. Dr. Stout said seized drugs composed the majority of the backlogged requests, in part due to the nation's opioid crisis. He said the NIJ's report also showed forensic science operations provide about a 5,000 percent social return on investment, noting there is a \$20,000 social welfare saving from entering just one DNA profile into the national DNA database. Dr. Stout said the report praised HFSC for its transparency, eDiscovery website, and the latent print section's preliminary investigative reports, which were hailed as a process improvement. Dr. Stout shared details of a recent case in which new DNA analysis has excluded a man convicted and incarcerated for a 2010 murder. A jury convicted Lydell Grant in 2012 for the fatal stabbing that occurred in the parking lot of a Houston nightclub. Dr. Stout said that conviction was largely based on testimony from six eyewitnesses who identified Mr. Grant as the killer in a photo array. He said the Houston Police Department's DNA section reported the DNA evidence as inconclusive at that time, meaning analysts could not determine if Mr. Grant's profile was included or excluded from the items. Dr. Stout said the Innocence Project took on the case. In retesting, analysts used a new DNA analytical method, probabilistic genotyping, to interpret the evidence that excluded Mr. Grant and developed a different profile that was uploaded into the National DNA database. The profile got a hit, pointing to another suspect. HPD located the suspect in Atlanta, Ga. where he confessed to the murder. Dr. Stout said that Mr. Grant has been freed from jail as he waits for a ruling of "actual innocence." Dr. Stout said that since the incident, improvements have been made to the wording used in DNA reports. He said this case will be used to continue conversations regarding how data gets used and interpreted when it comes to complex DNA mixtures, in addition to showcasing the importance of unbiased testimony and transparency.
- J. Dr. Amy Castillo, vice president and chief operations officer, presented an operations report. Dr. Castillo gave an overview of turnaround times and backlogs. She updated the board about the forensic biology/DNA section's backlog and its outsourcing and training project. She said there are 242 backlogged cases inhouse, down from 1,086 cases in July 2018. However, 977 cases analyzed by a commercial DNA company are awaiting review to determine eligibility for upload into the National DNA database, or CODIS. Dr. Castillo said another 1,771 cases completed by the commercial lab have already been reviewed. Dr. Castillo said that after the biology section completes its training program, there will be one part-time and 11 full-time report writers and nine employees reviewing cases that return from the commercial laboratory. She said 12 experienced report writers are in STRmix, a probabilistic genotyping software, training and three report writers had completed the training. Dr. Castillo reviewed challenges that impacted the forensic biology section's progress with training and its backlog last year,

including HFSC's facility move, the outsource lab's unanticipated 120-day turnaround time, internal promotions that left vacancies and probabilistic genotyping training which has taken longer than anticipated. Dr. Castillo said moving forward, the forensic biology section may send one final outsource shipment using grant funds, but only if the outsource lab has the capacity to work the cases in a timely manner. She said ideally, the section will be able to work all cases in-house without outsourcing them.

- K. Mr. David Leach, CFO and treasurer, said HFSC's budget is on track. Mr. Leach said HFSC has reached the halfway point of the fiscal year and that he will ask the board to approve a new budget at the March board meeting. Mr. Leach said he anticipates asking the board to approve budget reallocations at the February meeting. Mr. Leach reviewed financial charts and grant spending.
- L. Mr. Jerry Pena, director of the crime scene unit (CSU) and digital multimedia division, said two CSU supervisors had resigned and that HFSC is recruiting internally to fill the vacancies. Mr. Pena said he is working to have new crime scene investigators trained at the National Forensic Academy in Tennessee to decrease pressure and interruptions to the section when training is done internally. He said training new CSIs in this manner will be cost-effective and will eliminate the need to remove experienced staff from their duties to train others. Mr. Pena showed the board photos of two new CSU vehicles that HFSC purchased. He said each vehicle cost about \$30,000. Mr. Pena also shared images of the vehicle examination bay and said Mr. Charles Evans, director of business development, would share details about upcoming in his report.
- M. Ms. Robin Guidry, DNA technical leader, gave the board an overview of probabilistic genotyping and explained why HFSC will be implementing this interpretative method in the forensic biology/DNA section. Ms. Guidry said the probabilistic approach uses biological modeling, statistical theory, algorithms and probability distributions to infer likelihood ratios. This means the software gives a statistical value to which of two hypotheses is more likely. She said probabilistic genotyping allows analysts to make better use of the data because the software can do math that is too complex for human interpretation. Ms. Guidry said technology and science are improving, but that also complicates the data, making it more difficult to interpret. She said as a result, analysts need to improve their ability to interpret and make better use of the data being provided. HFSC will be using STRmix, one of the available probabilistic genotyping softwares. The software minimizes some weaknesses in the current methods, including removing some inherent bias in part because of the complex math the software can perform. Ms. Guidry said STRmix allows for better interpretation of complex mixtures that include several different DNA profiles. She said the concepts used in the software are new to forensics but have long been used in other fields, such as code breaking and aeronautics. Ms. Guidry said STRmix does not remove the human element and it will likely take analysts longer to complete each case because there will be more data to interpret. Ms. Guidry said stakeholders will likely ask the section to re-analyze old cases that were uninterpretable using the old methods. This too may impact the section's turnaround time. She shared that upgrades to STRmix will be implemented over time. Director Blancett asked Ms. Guidry if the forensic biology section will need to revalidate equipment after upgrades are implemented. Ms. Guidry said that validations will need to be redone, but the upgrades implemented over time will benefit casework and will be selected on an as-needed basis. Ms. Guidry told the board that the use of the software is being challenged in some court cases, including an instance in October

2019 where a judge excluded the use of STRmix data in a federal court in Michigan due to concerns raised about the lack of standards for the software since only guidelines exist at this time. She said concerns over the limitations established regarding the software's validation being exceeded in the case were also a factor. Ms. Guidry said HFSC is training internal and external stakeholders.

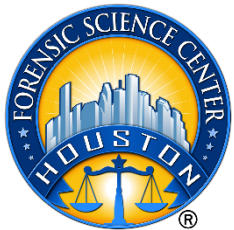
- N. Vice Chair Lentschke left the meeting at approximately 10:17 a.m.
- O. Mr. Evans summarized HFSC's move to 500 Jefferson. He said the project lasted 17 months and was completed under budget. Mr. Evans said the vehicle examination bay, which is used by CSU to process vehicles, will be renovated using \$114,000 in federal grant dollars. HFSC is required to match the grant with \$38,000 of its own money. Mr. Evans said the grant rules require the renovations to be completed by December 2020. HFSC will enclose four open vehicle bays to minimize exposure and contamination of evidence and install air-handling systems in those areas. Mr. Evans said CSU processes an average of 46 vehicles at the VEB monthly. This includes dusting for fingerprints, collecting DNA and photographing the vehicles.
- P. Mr. Medina left the meeting at 11 a.m. Chairwoman Mitchell interrupted Mr. Evans' report to note the board had lost its quorum. She said the remainder of the meeting would be informational and there would be no further deliberations or discussions.
- Q. Ms. Erika Ziemak, quality division director, gave the board an overview of 2019 blind quality controls. She also reviewed audits, disclosures, corrective actions, proficiency tests, transcript reviews and testimony data. Ms. Ziemak said the quality division is using each section's 2019 output numbers to determine how many blind quality controls each one should have in 2020. The goal is 5 percent for each section. Ms. Ziemak said HFSC staff had an article published in the Journal of Forensic Sciences. The article is titled "Implementation of a Blind Quality Control Program in a Forensic Laboratory." She said HFSC will present about blind quality controls in a Center for Statistics and Applications in Forensic Evidence webinar. Ms. Ziemak said technical experts monitored 51 analysts that testified in 2019. She said HFSC will also review 12 transcripts for 2019. Ms. Ziemak said an assessor will visit HFSC January 13 to assess the lab's new building. She said the final report will be provided to ANAB, HFSC's accrediting body. The assessment will focus on calibrations, performance checks and security.
- R. With no quorum present, the meeting ADJOURNED at approximately 11:17 a.m.

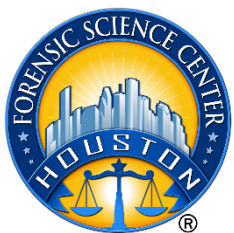
By: _____

Jordan Benton Secretary

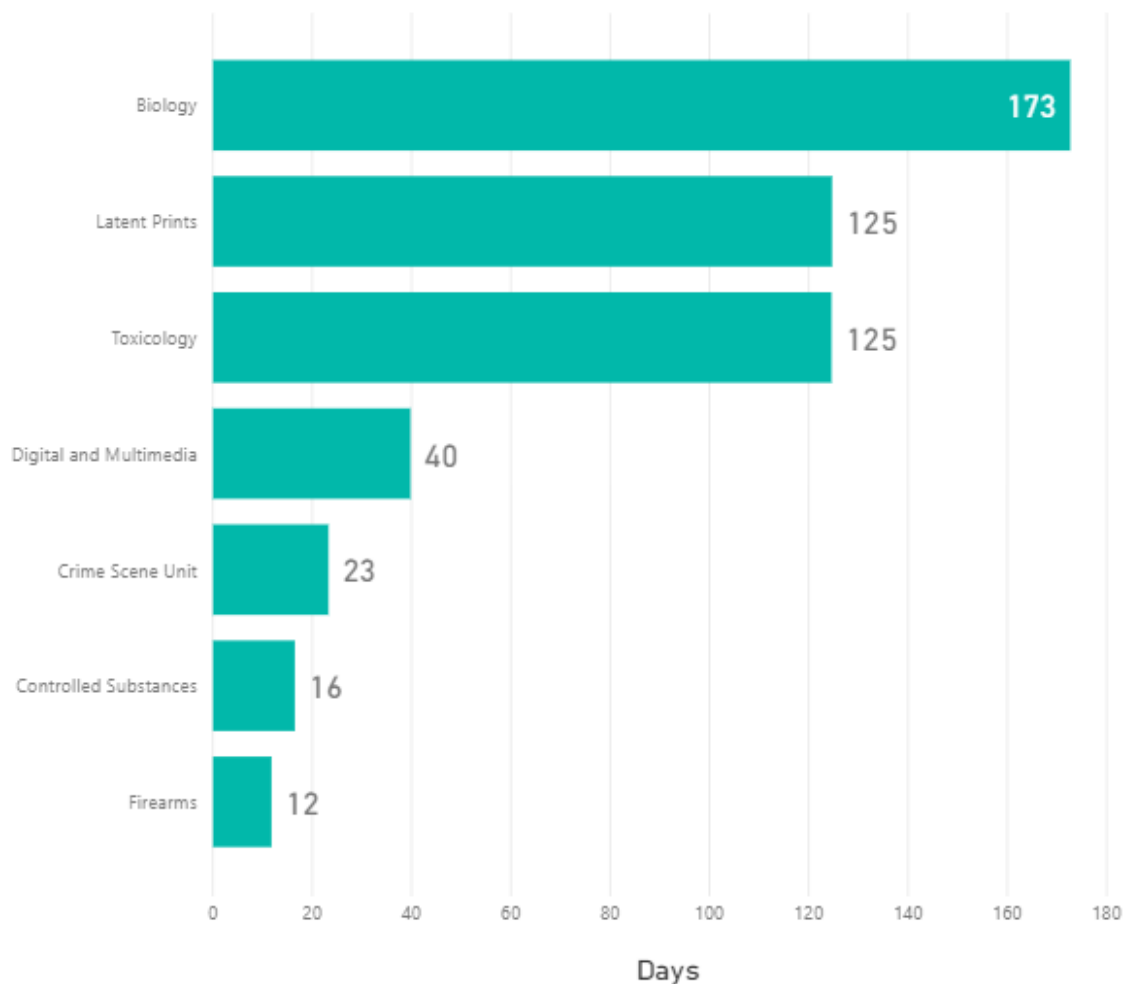
President's Report

February 14, 2020

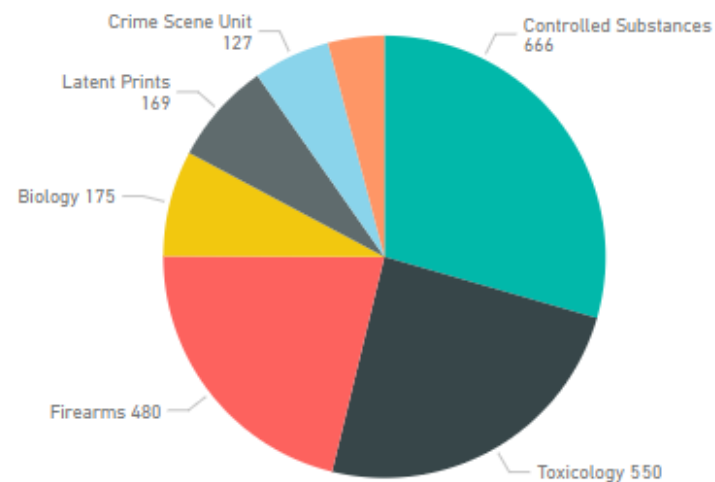




Average Turnaround Time for January 2020



Requests Completed by Section



Turnaround Time - Days

63

Completed Requests

2260

Month Comple...

01-January

Year Completed

2015
2016
2017
2018
2019
2020

This data is current as of 1/31/2020.

Staffing – February 14, 2020

- | | |
|--|--|
| <ul style="list-style-type: none">• 195 staff<ul style="list-style-type: none">• 7 City of Houston civilians• 188 HFSC employees• 9 open positions, 6 offers accepted<ul style="list-style-type: none">• 1 crime scene investigator (returning employee)• 3 crime scene investigator trainees (includes one internal hire)• 1 crime scene supervisor (returning employee)• 1 quality specialist (internal hire) | <ul style="list-style-type: none">• 3 active vacancies<ul style="list-style-type: none">• 1 experienced crime scene investigator• 1 forensic biology/DNA technical lead (job posted - future opening)• 1 research and development analyst• 2 vacancies on hold<ul style="list-style-type: none">• 2 forensic biology/DNA analysts |
|--|--|



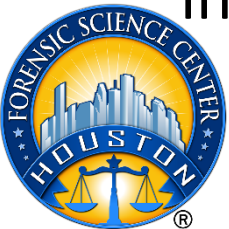
Outreach

- Spoke at two anti-vaping events in Fort Worth alongside Texas Rep. Nicole Collier: one for parents and community members and a second to high school freshmen and sophomores
- Spoke to southeast Texas drug coalition about the dangers of vaping
- Tour of HFSC with Houston City Council member Robert Gallegos
- News conference on a PCP problem in Houston
- Tour of HFSC with former board chairwoman Nicole Casarez's university students
- Dr. Amy Castillo and Dr. Stacey Mitchell attended the first sexual assault survivors' task force meeting in Austin
- Melissa Nally, firearms examiner, co-authored a research paper about bullet matching that was published in Forensic Science International



PCP (angel dust)

- PCP is the third most prevalent drug (after alcohol and marijuana) in impaired drivers in Houston
- Dangerous drug with hallucinogenic properties
- Originally manufactured as an anesthetic
- Few cities still have a PCP problem (largely disappeared in the late 1970s) Houston and Washington, D.C. are the largest metro areas that have this issue
- Most common PCP-positive sample received is from African-American men who are an average of 37 years old
- Working on similar research to track demographics of alcohol impairment in Houston



LOCAL

Video: KHOU

'He was just trying to help' | Good Samaritans critically injured by suspected drunk driver

The DWI suspect was charged with intoxication assault after striking three people in Cypress.

Author: Jason Miles

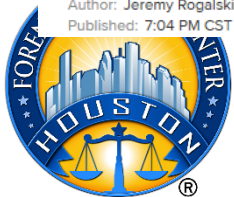
Published: 7:28 PM CST January 27, 2020

Man charged in fatal DWI crash got lenient sentence in previous drunk driving case

Second chances for DWIs are common in Harris County when kids are on board, a KHOU 11 Investigates analysis of court records uncovered.

Author: Jeremy Rogalski

Published: 7:04 PM CST November 4, 2019



Driver who caused fiery crash that killed 3 believed to be impaired, officials say



EMBED <>

MORE VIDEOS ▶

Officials said charges have been filed for three counts of intoxication manslaughter and two counts of intoxicated assault.



Thursday, February 6, 2020 5:17AM

HARRIS COUNTY, Texas (KTRK) -- A driver has been charged after two adults and a baby were killed in a fiery crash in north Houston.



“It’s ridiculous,” Beaven said. “There’s no punishment for these thieves.”

‘It’s ridiculous’: Houston business owners air frustration about break-ins at meeting with police

Julian Gill | Jan. 28, 2020 | Updated: Jan. 29, 2020 9:34 a.m.

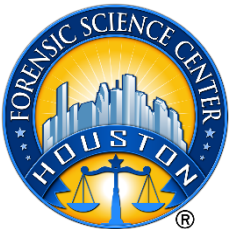


Beaven is among dozens of business owners who have become frustrated with what they contend is a spike in break-ins in the Heights and Midtown as well as Montrose. At a town hall meeting Monday at The Historic Heights Fire Station, more than 100 business owners aired their complaints to Police Chief Art Acevedo and members of his command staff.

Police first considered hosting the event about three weeks ago because of a noticeable uptick in emails and online complaints about break-ins, Acevedo said. Crime data for 2019 is not yet available, but burglaries have steadily dipped citywide from 2014 to 2018, according to the FBI’s Uniform Crime Reporting System.

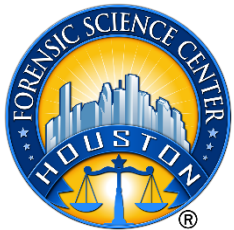
Neighborhood-level statistics from 2017 to 2018 also do not reflect major spikes in burglary and theft in Montrose or the Heights. The data, however, does not single out commercial properties.

Police officials said that in the last three months they have seen a jump in break-ins in the central division, which includes the Heights and Montrose. Since then, more patrol officers have been stationed near the hardest-hit areas.



Operations Report

February 14, 2020



January 2020 Company Overview

Open Quality Reports

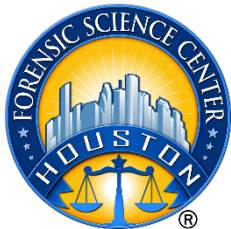
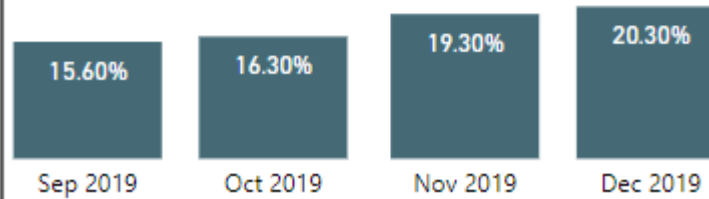
47

Quality TAT

30✓

Goal: 35, 36

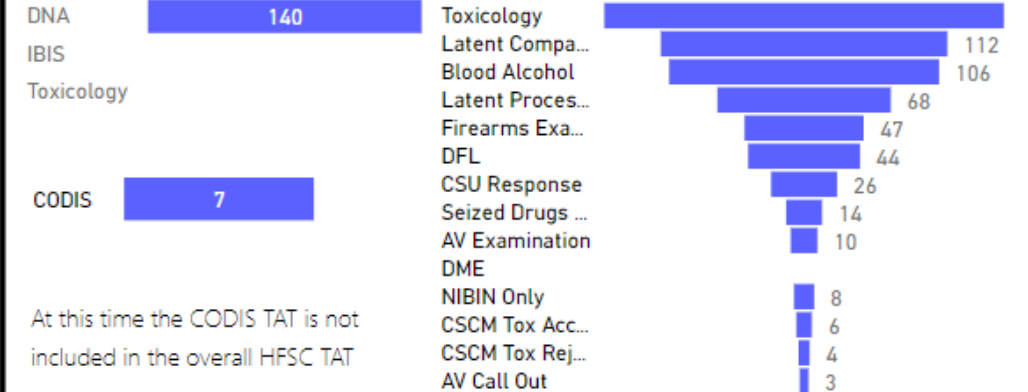
% of Requests in Backlog



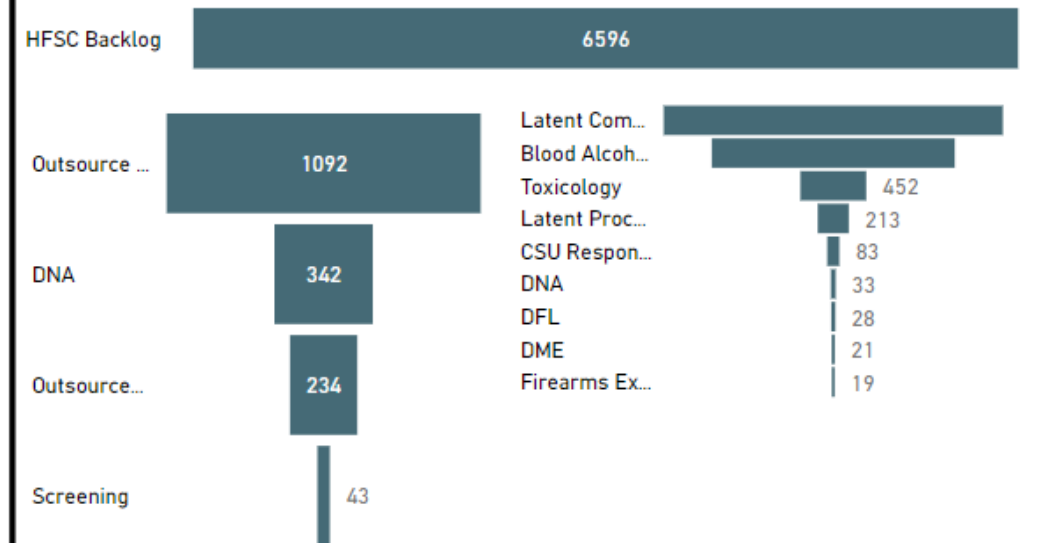
HFSC Request Turnaround Time



Section Request TAT (Past 30 Days)



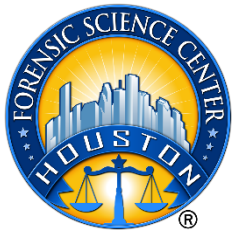
HFSC Request Backlog



Section/Service Backlog Present if >15 requests are in the Backlog

Highlights

- Latent Prints Update



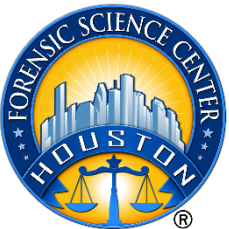
Latent Print Section

Backlog in comparisons: 2,310

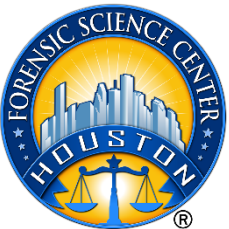
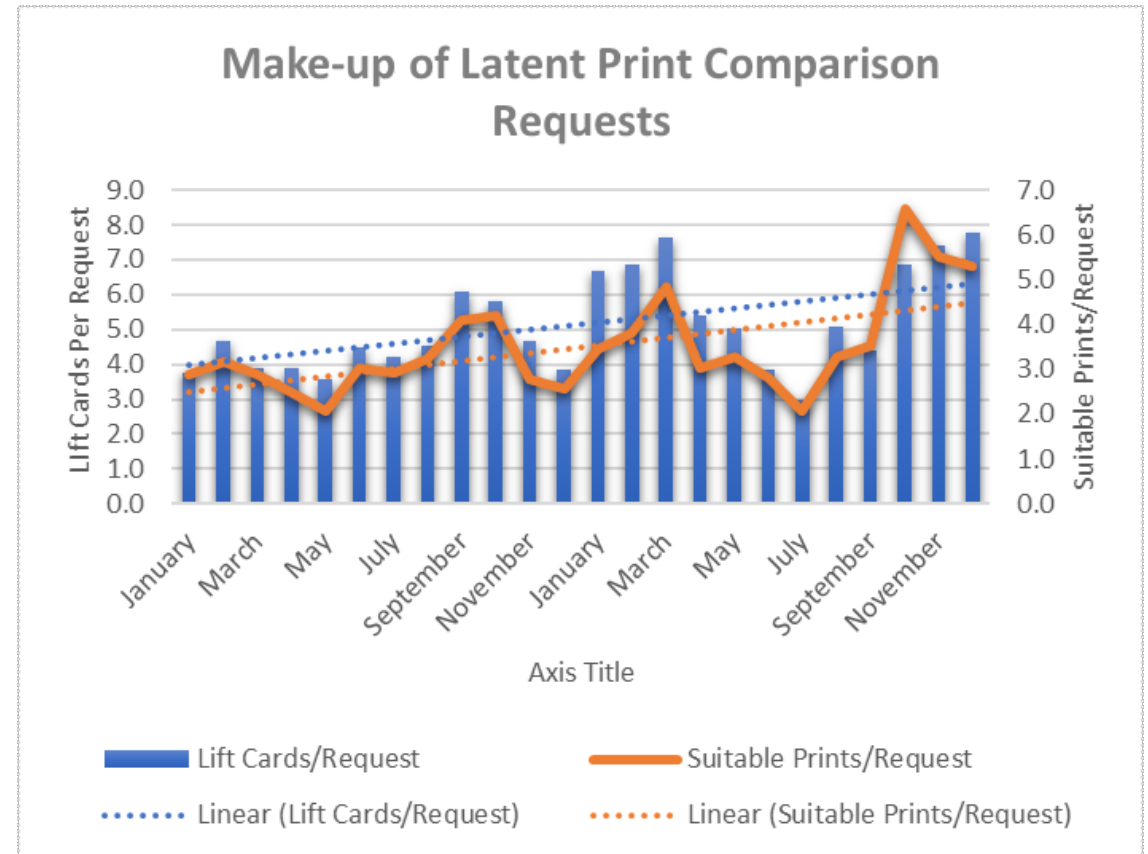
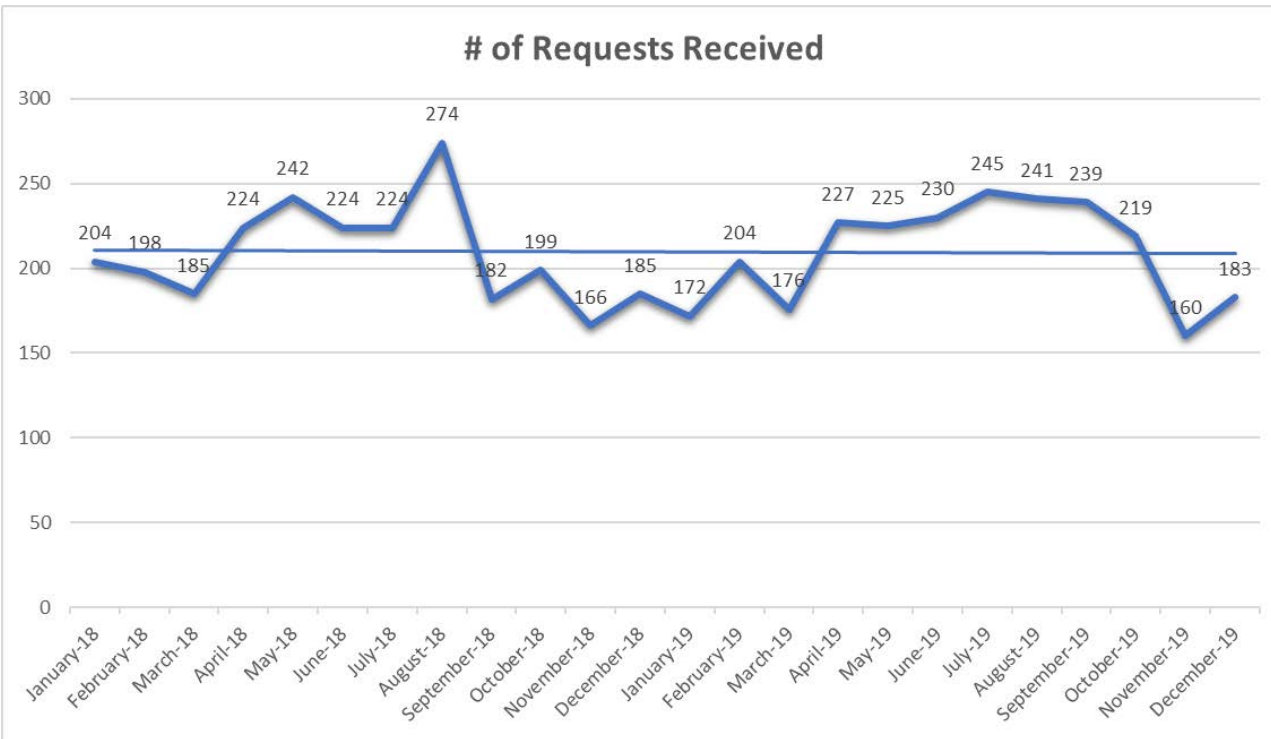
Backlog in processing: 206

Why has the backlog increased?

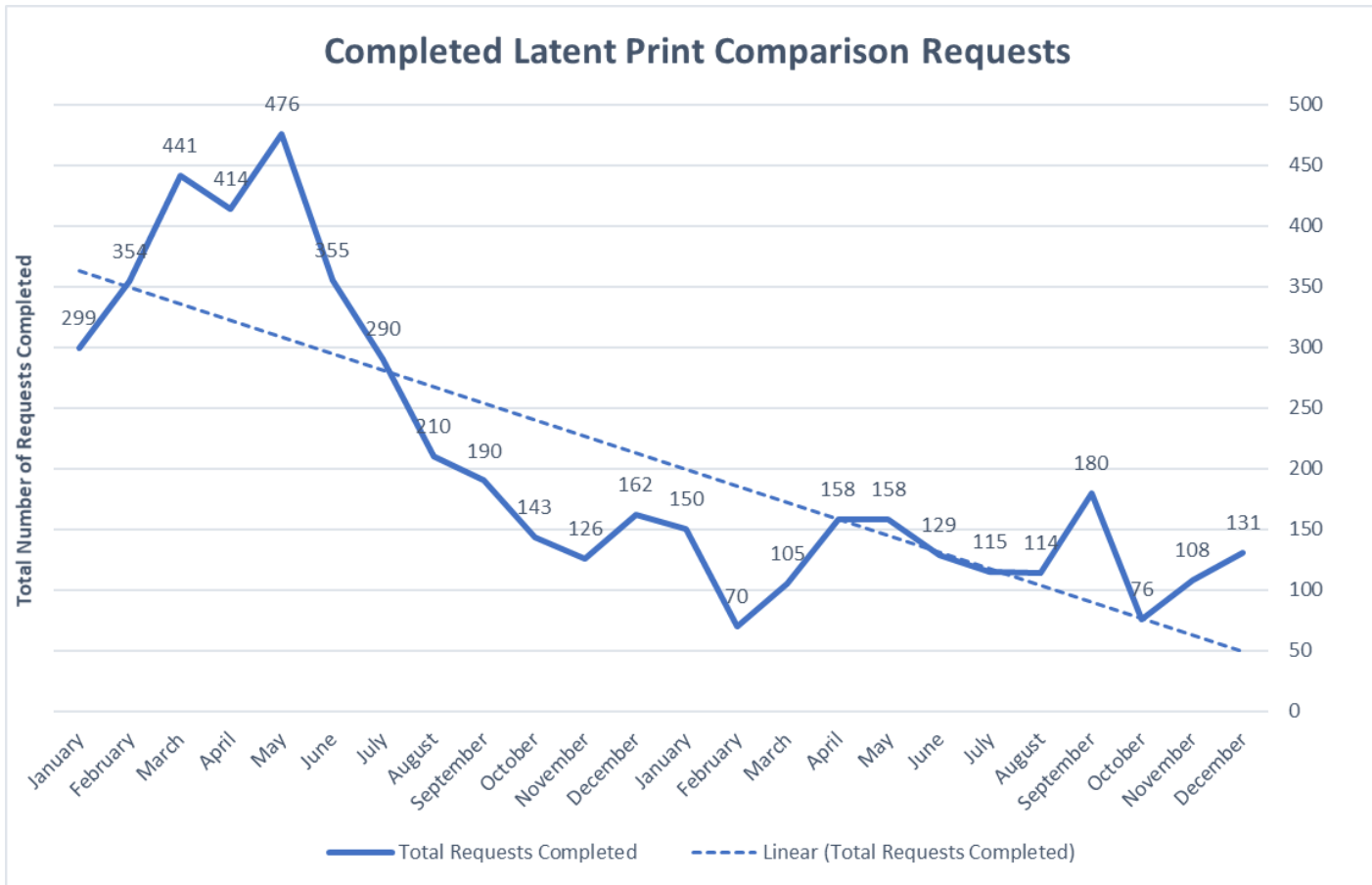
- Improved CSU training in latent lifts means more items per case making it more time consuming to complete a case
- Currently four examiners in training



Latent print comparison requests: 2018-2019

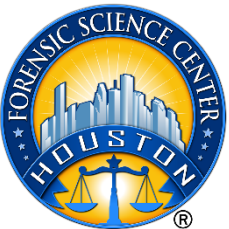


Impact on requests completed



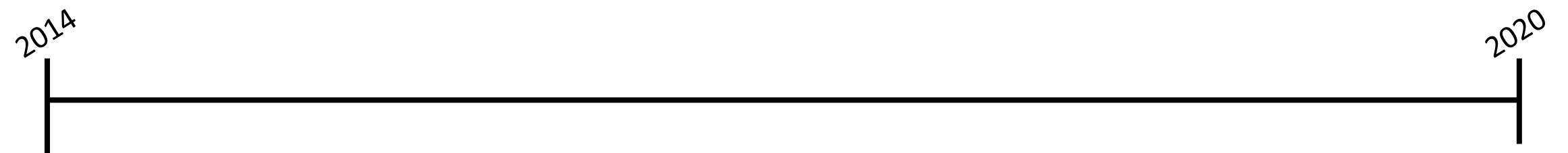
The plan:

- Four examiners in new training pilot program: completion December 2020
- Ensure that as CSU grows we account for expansion in latent prints
- Lean six sigma process improvement project will look for opportunities for improvement and consider staffing needs to meet casework demands

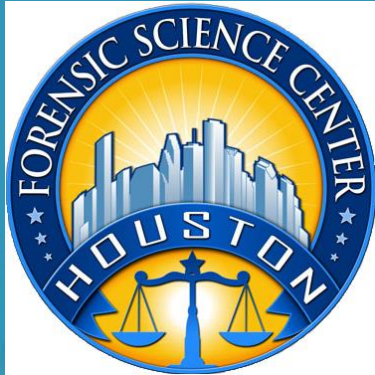


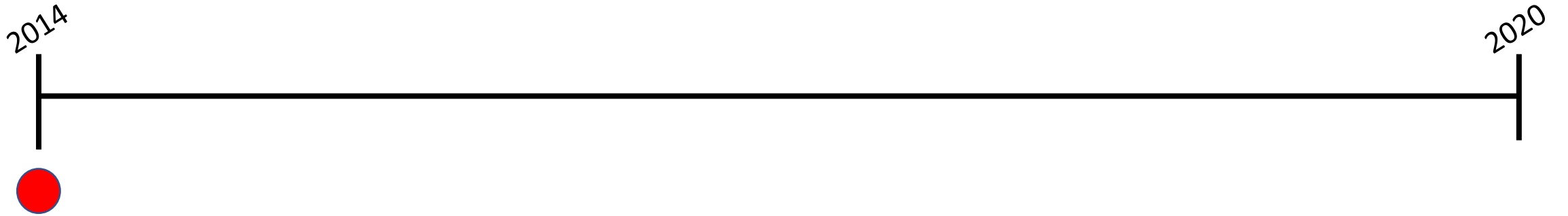
HFSC Latent Print Section

A timeline of notable events from inception to now



- The latent print section wasn't always part of the crime lab
- It was called the Identification Unit and was part of HPD
- When HFSC was created in 2014, the Identification Unit became the latent print section
- Prior to HFSC, an outside contract company had run operations for the previous four years





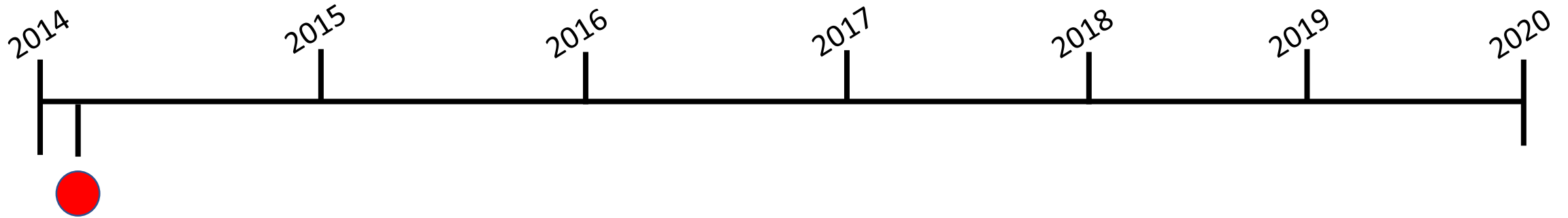
May 27, 2014 – My first day on the job







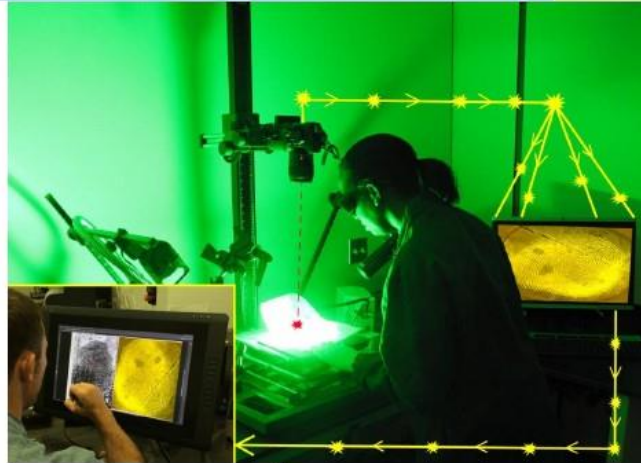




June 30, 2014 – Contract ends with contract company. (We're on our own now.)

- First order of business, we have to modernize the section
- And get some decent work furniture

Digitizing the Houston Forensic Science Center's Latent Print Unit Workflow

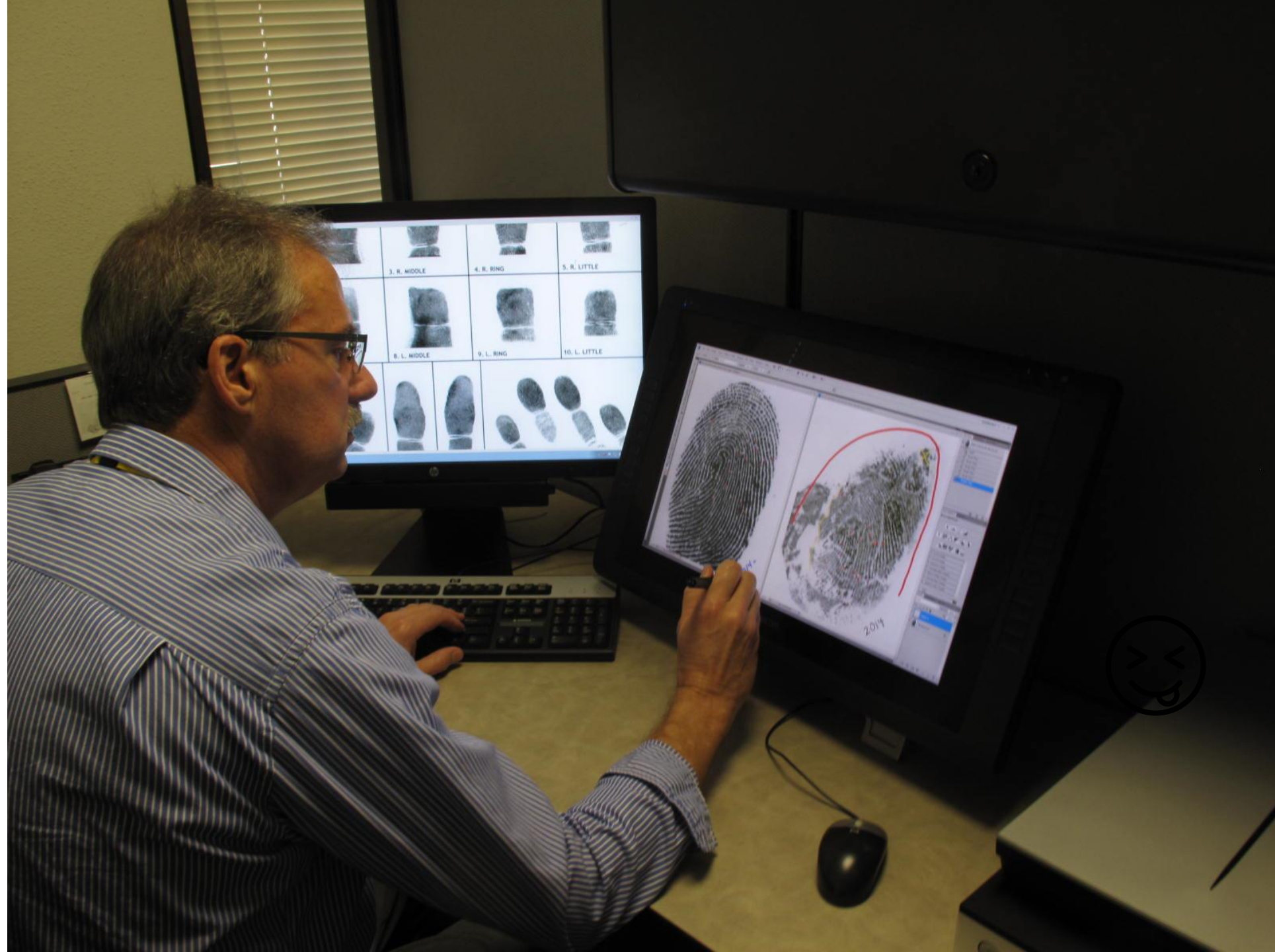


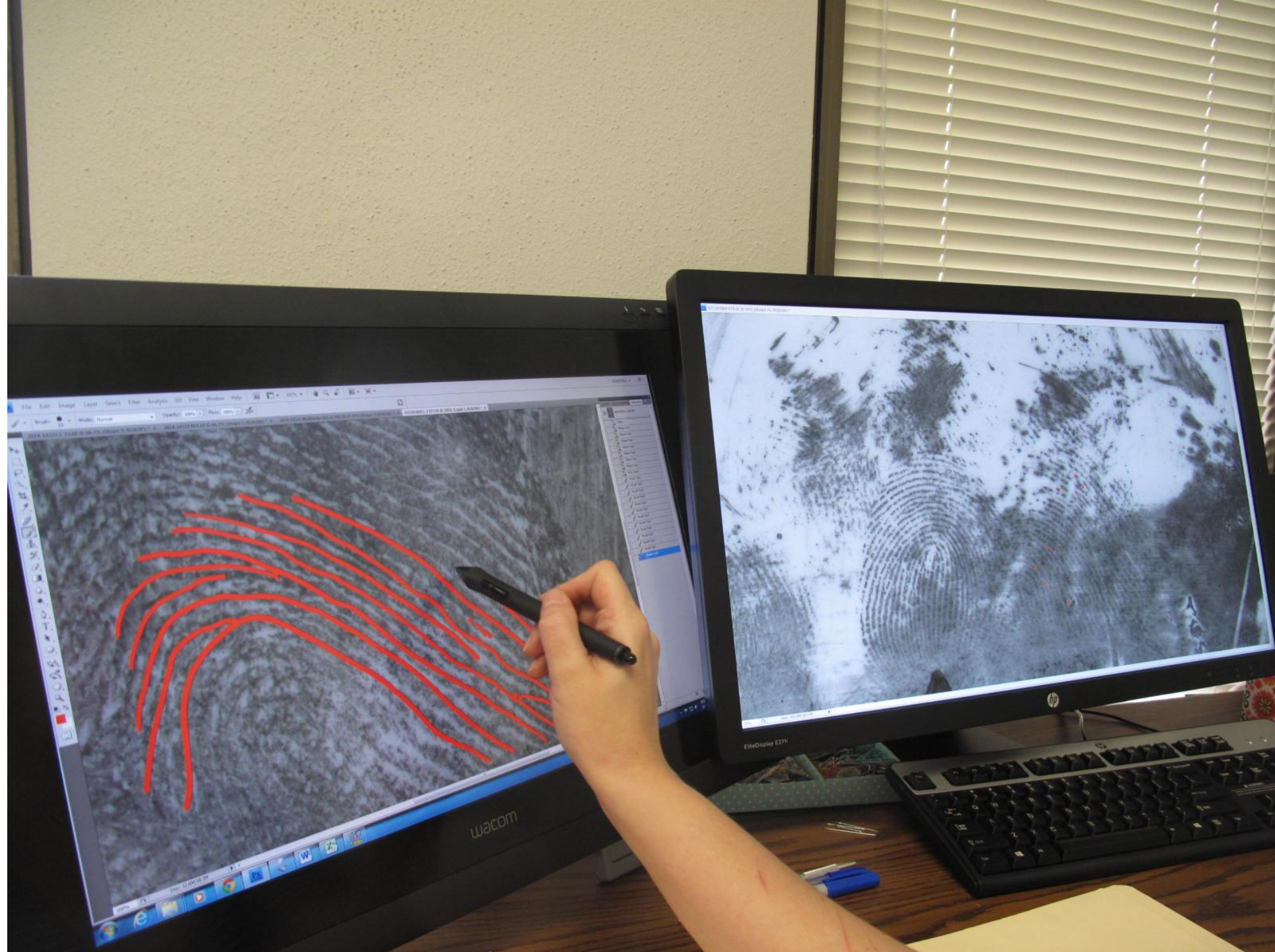






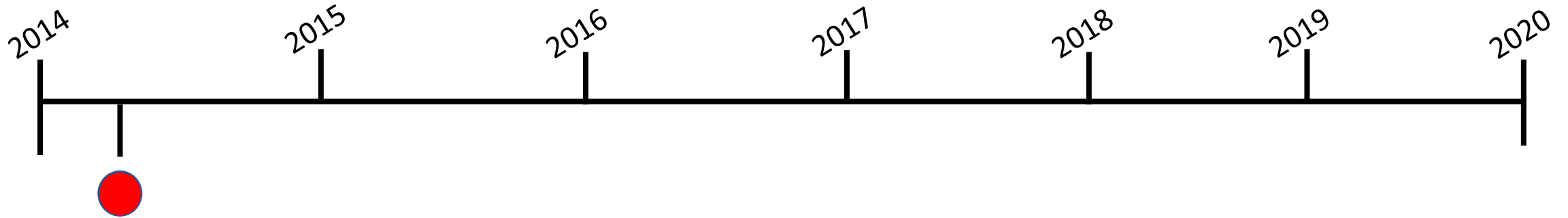




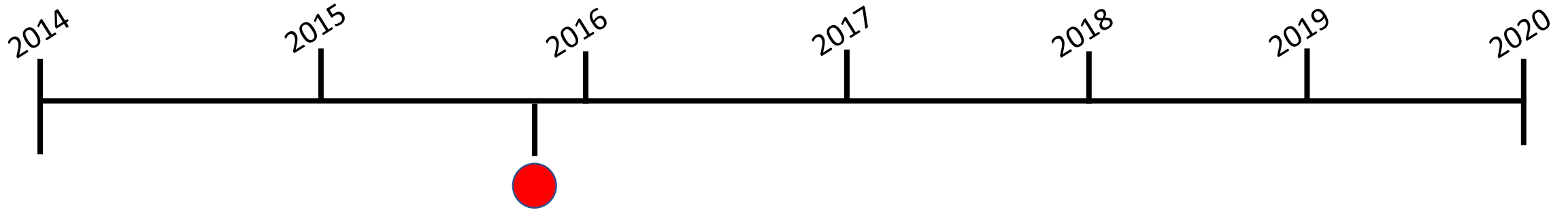




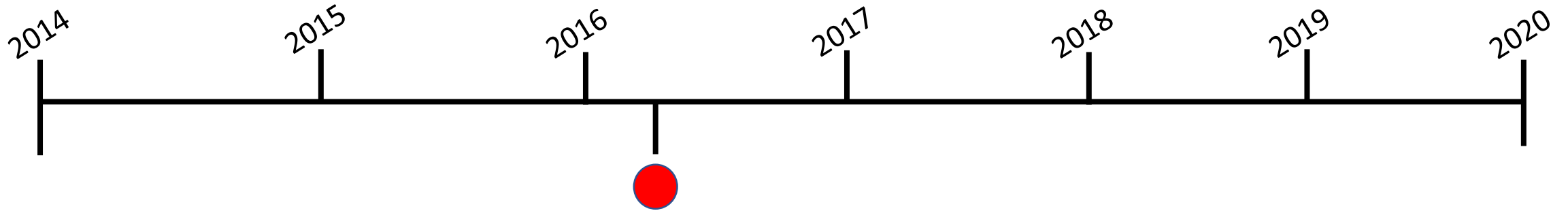
Even got some decent chairs....Peter's favorite topic



September 2014 – Discontinued the practice of accepting latent lift cards directly to the section

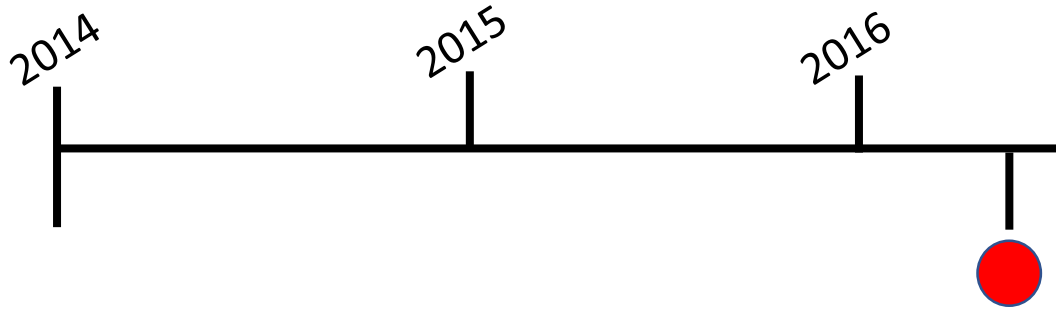


**October 2015 – Latent print section earns
ISO 17025 accreditation**



March 2016 – Latent print section goes completely digital/paperless. No more physical case files.





**April 1, 2016 – There were
1,225 pending requests**

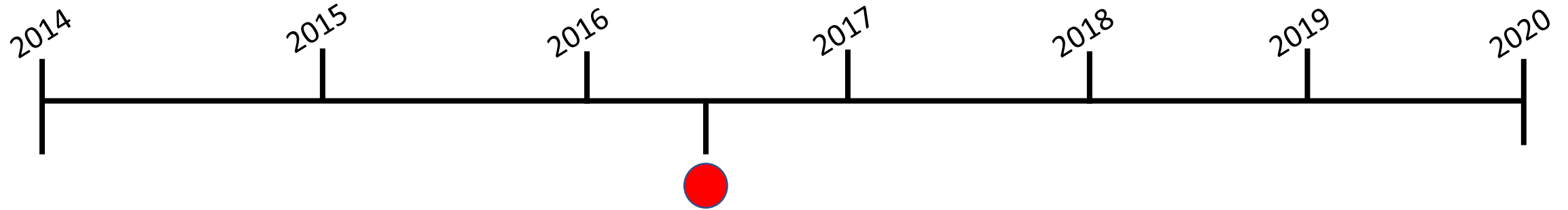


TEAM-BIOS

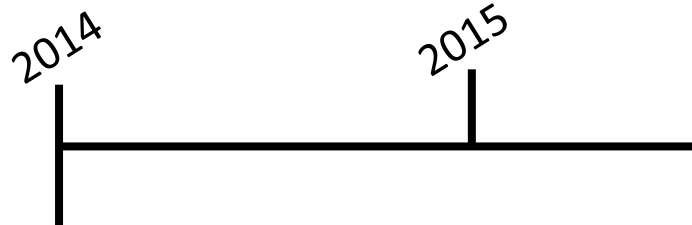
Jeremy Rogalski

.....Until this guy showed up at HPD

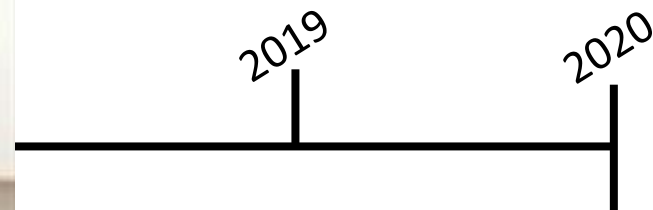
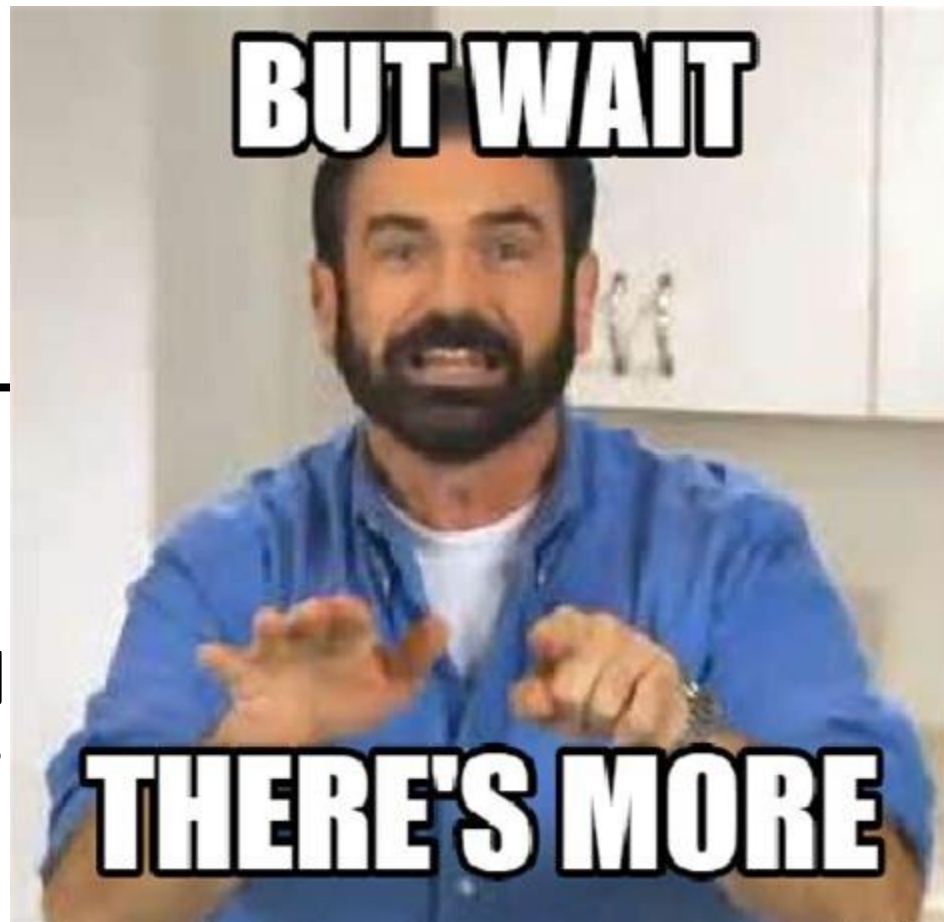




**May 30, 2016 – Now we
had 3,600+ pending
requests**



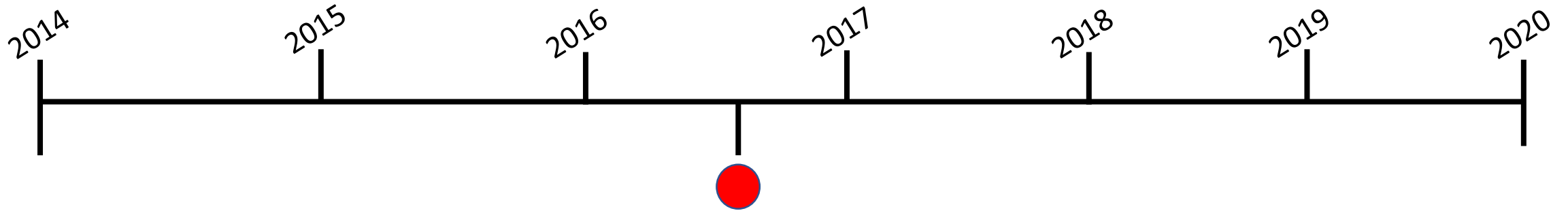
May 30, 2016 – N
had 3,600+ pendi
requests





Latents is
moving to
Fannin and CSU
will move to
Travis.....sorry





July 6 2016 – 7 latent print examiners move to a vacant area at Fannin
Demolition and construction between July 6 – 26

CSU moved July 25 – 26

The rest of latent prints moved July 27 – 28

Still have 3,700 + cases to deal with



Hello Madame
Chairwoman, HFSC
needs some more
funding

Pretty please

Pretty please with
sprinkles on top?

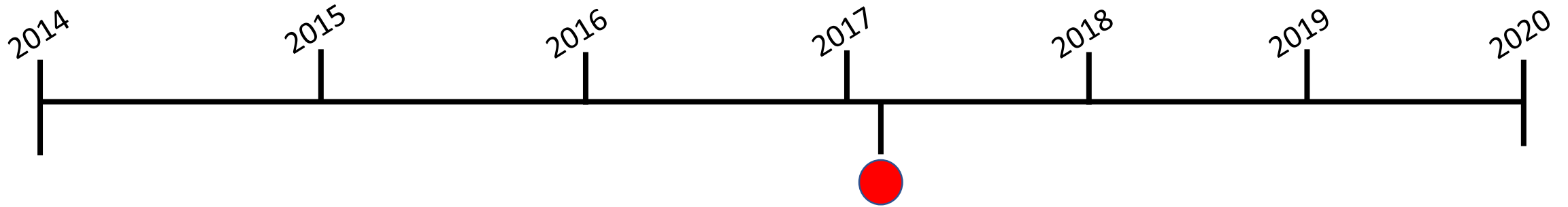
Hmmm.....

Maybe

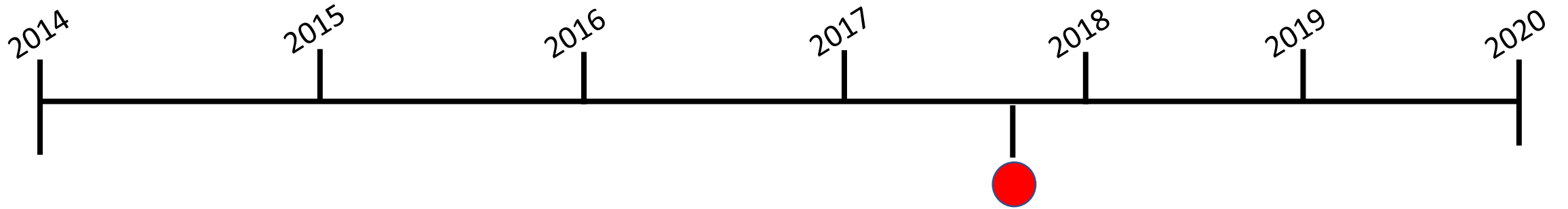
Okay, here's
more funding



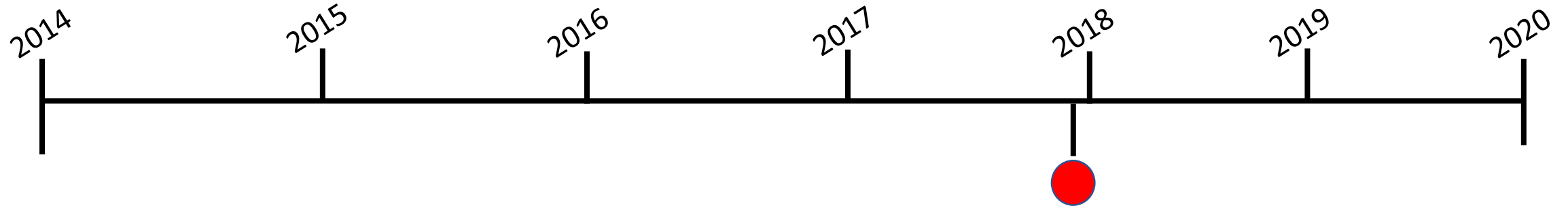




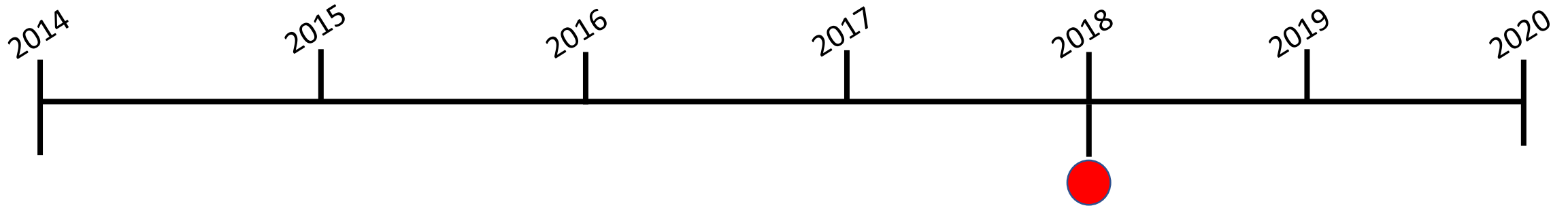
March 2017 – 6 latent print examiner positions authorized



September 2017 – Six regional database (AFIS) terminals brought online.



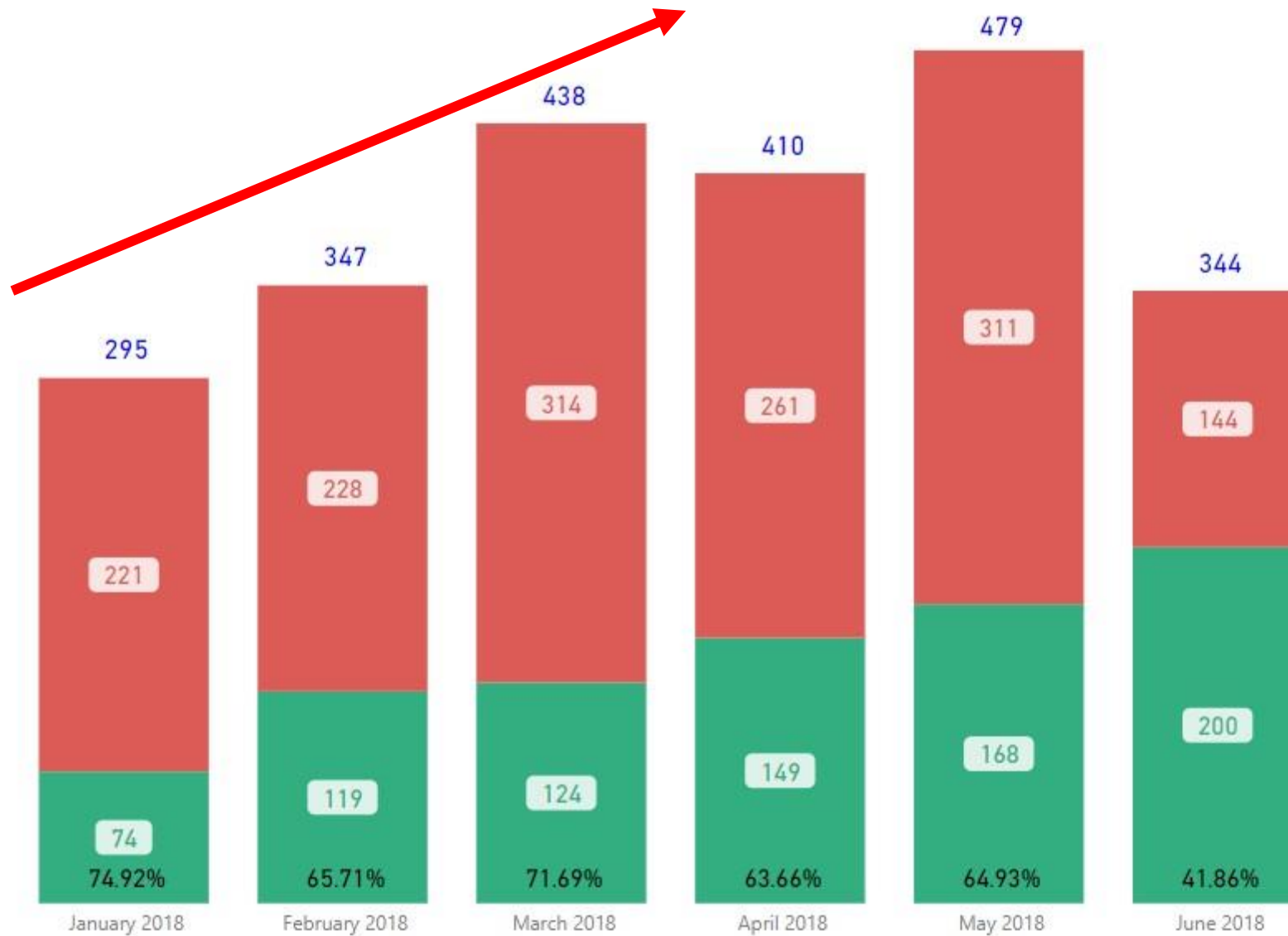
December 19, 2017 – The latent print section went live in new Laboratory Information Management System (LIMS)



January 1, 2018

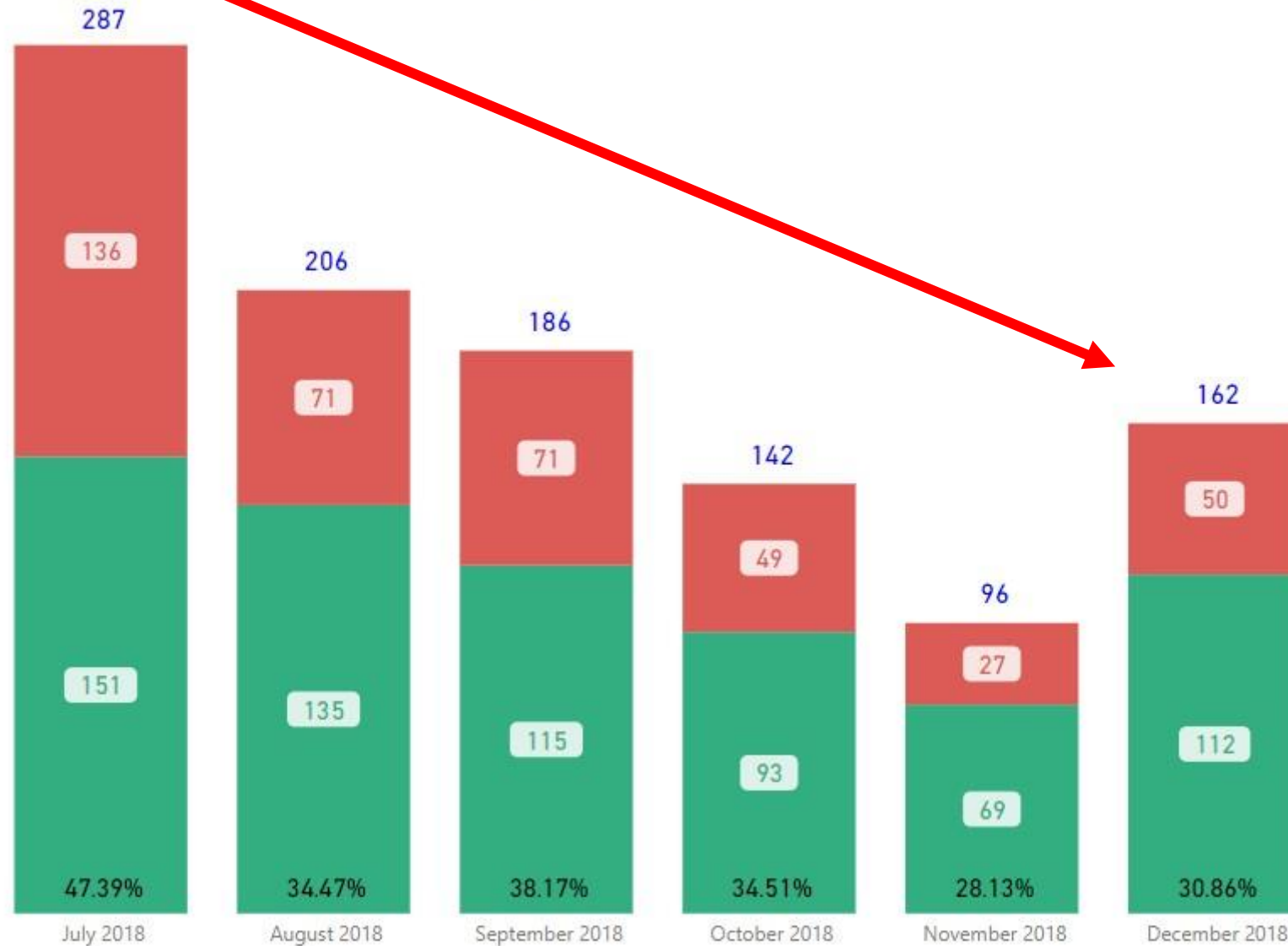
- Almost all new examiners out of training
- All property crimes run only in the regional database

Requests Completed



● Requests Completed w/in 30 Days ● Requests Completed > 30 Days Old ● % Completed > 30 Days Old ● Total

Requests Completed



● Requests Completed w/in 30 Days ● Requests Completed > 30 Days Old ● % Completed > 30 Days Old ● Total



HOUSTON FORENSIC SCIENCE CENTER

CRIME SCENE ~~UNIT~~

2019

GANG



DIRECTOR
JERRY PENA

**GANG
LEADER**



SUPERVISOR
CARINA HAYNES



SUPERVISOR
ALISON HUTCHENS



SUPERVISOR
MIKE FULTON



SUPERVISOR
LURENA HUFFMAN



DEPUTY DIRECTOR
DOMINGO VILLARREAL

**UNDER
BOSS**



CSI
NATALIE AZZARELLO



CSI
JOSE BATISTA



CSI
TORI BOREN



CSI
MOLLI DAILEY



CSI
MICHAELA DUNCAN



CSI
HANNAH FLETCHER



CSI
ROBERTO GONZALEZ



CSI
JONATHAN GRINER



CSI
ANGELICA HERNANDEZ



CSI
JONATHAN HUTH



CSI
AMANDA JARDING



CSI
BRANDON KELLETT



CSI
SARAH LAMBERT



CSI
JAKE LAMBUTH



CSI
KAITLIN MAIN



CSI
JOSE MATOS



CSI
AUSTIN OULTON



CSI
MARISA RANDALL



CSI
ANUSHKA REYES



CSI
MORGAN SCHILHAB



CSI
KADISON SEVERSON



CSI
CARLOS SORTO



CSI
NICOLE TEELE



CSI
KRISTOPHER WINGERT



CSI
KALEE WINFORD



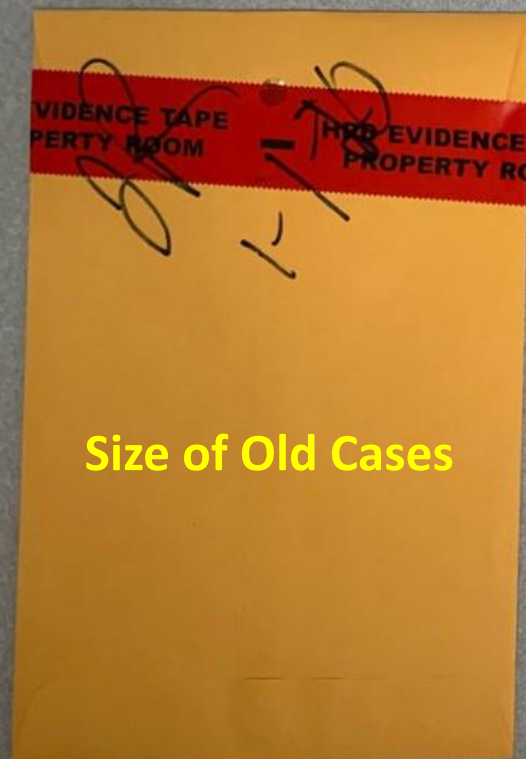
CSI
KRISTI YOUNG



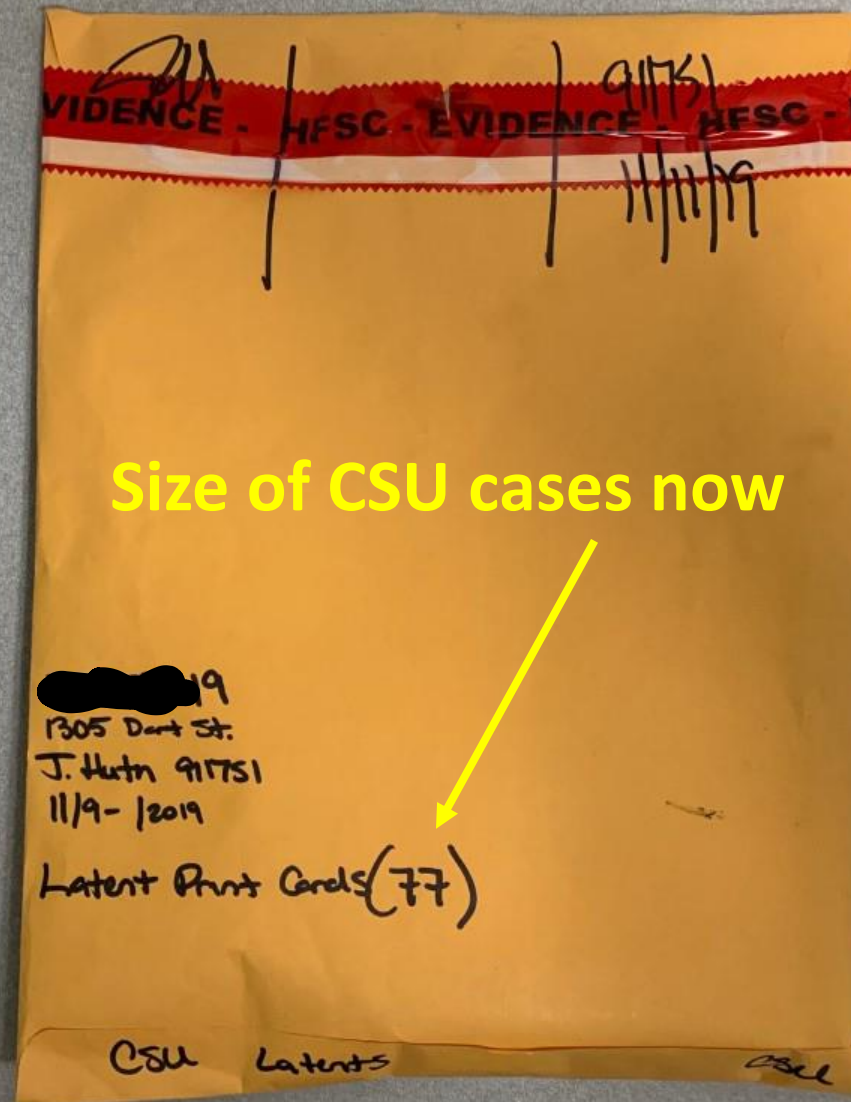
CSI/CM
AMANDA EWING

So, what happened?

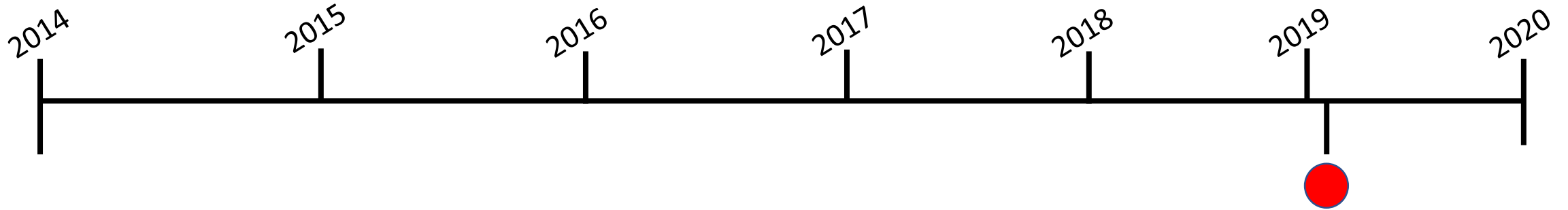
- Our Crime Scene Unit got really proficient at collecting latent print evidence
- As a consequence, the number of latent prints contained in a case increased
- Their quality of work increased leading to more hits and identifications
- Turnaround times slowed as cases take longer to complete



Size of Old Cases

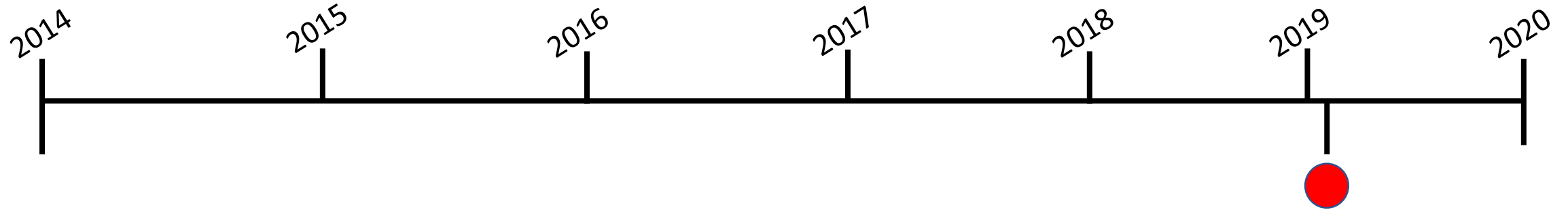


Size of CSU cases now



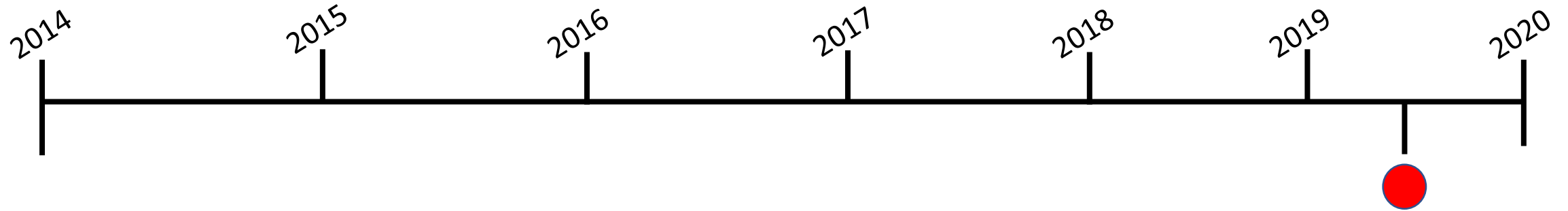
November 2018 through January 2019

- One latent print examiner retired
- One supervisor resigned
- One supervisor retired



January 2019

- Supervisor vacancies filled by two bench examiners
- Technical lead position created, filled by a bench examiner

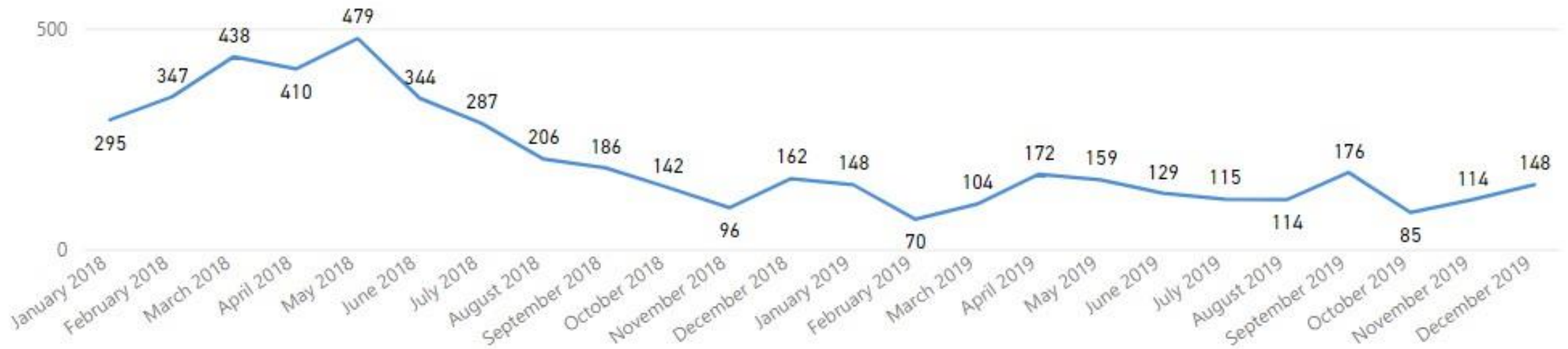


June 2019

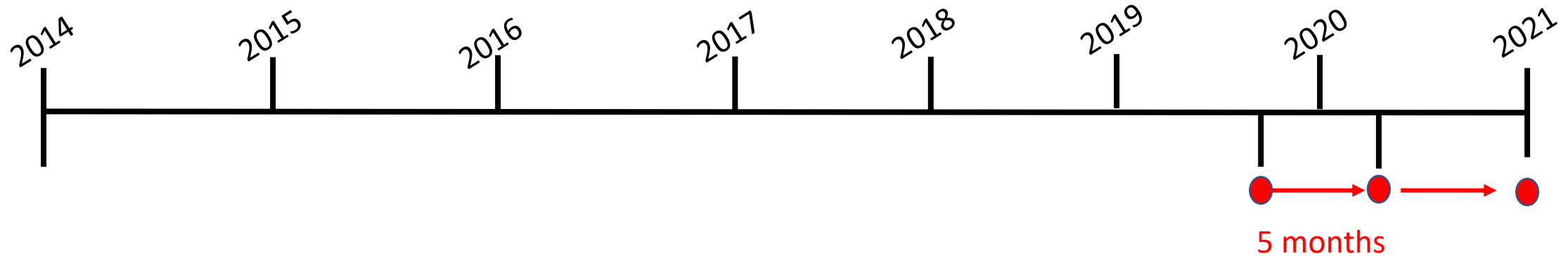
- Another latent print examiner resigned

Impact of Case Completions over 2 years

Completed by Month



Current Strategy Going Forward

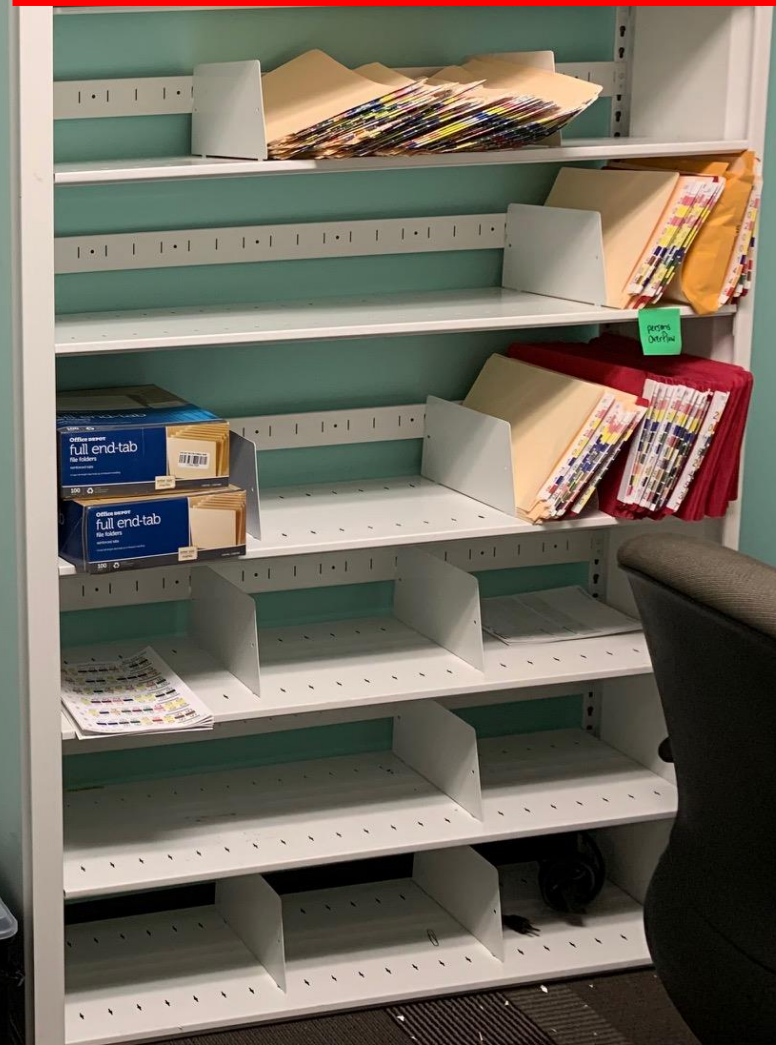
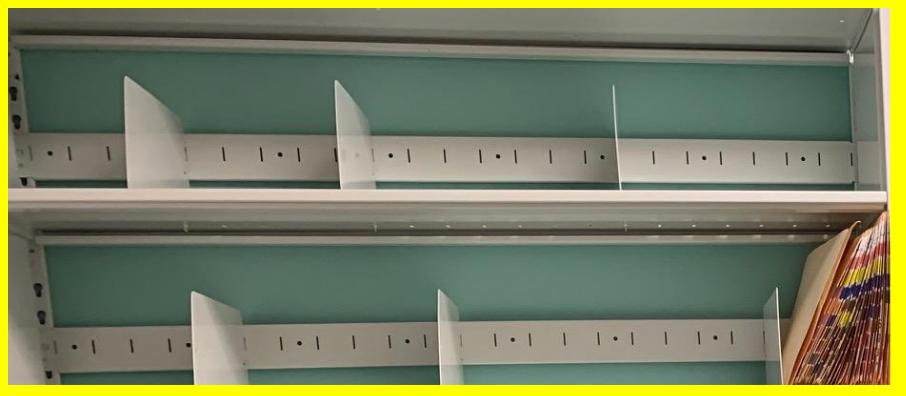


- Four latent print apprentices being trained offsite for 5 months
- Return in March and begin testing out of training modules
- By June 2020, all examiner trainees begin supervised casework
- Full independent casework authorized by December 2020
- Lean six sigma project to be conducted in 2020 to gain efficiencies

Even with these strategies,
more resources are needed as well

Violent Crimes Pending





● These cases....

● Used to be over here....

But because of limited resources currently, the statute of limitation have expired for these crimes and will never be examined

So, I'm hoping we can negotiate again.....



Hello Madame
Chairwoman! I came
to ask a favor

Okay,
let's talk



I brought
the sprinkles



HOUSTON FORENSIC SCIENCE CENTER, INC.

Current Year Budget Adjustments

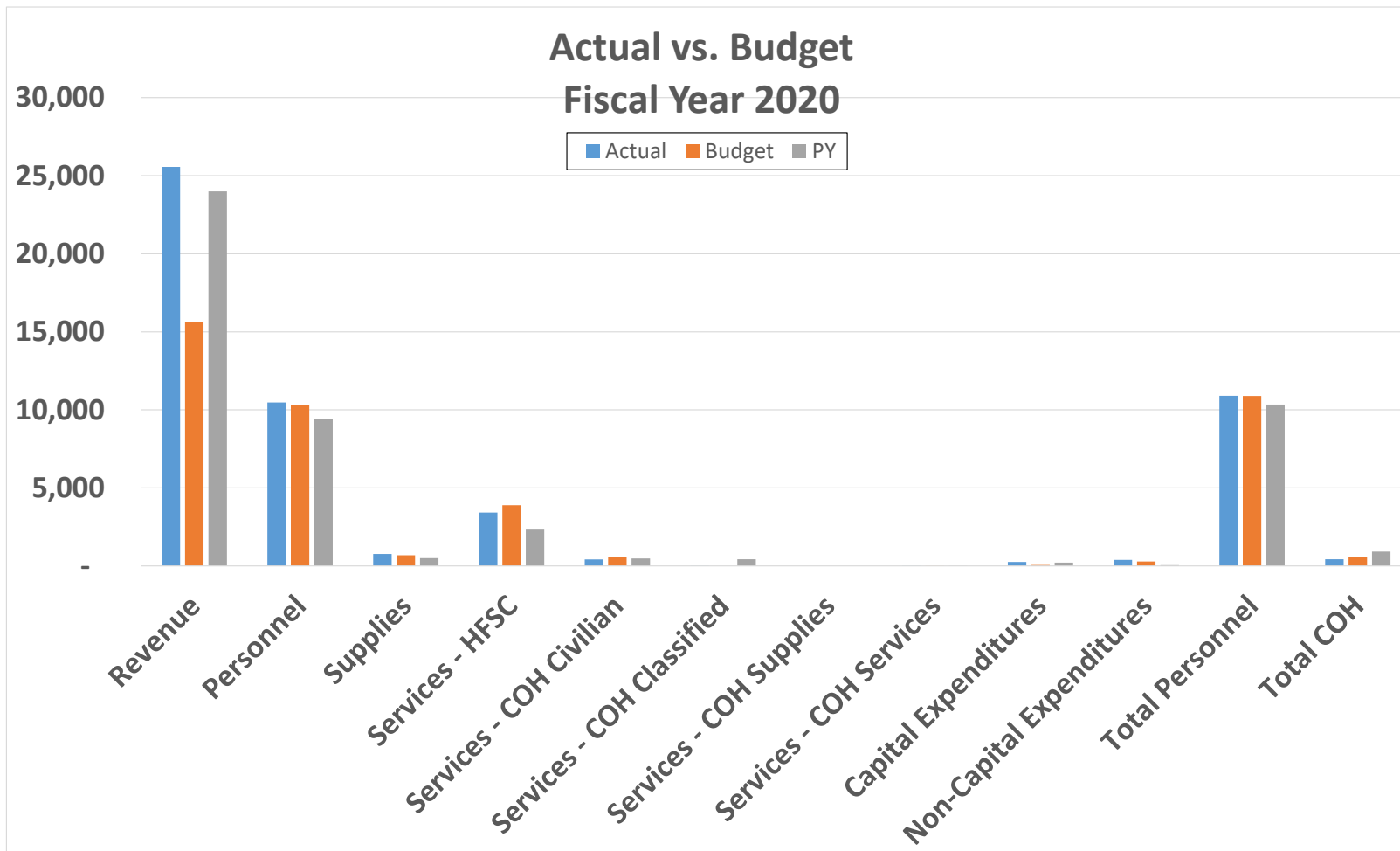
		FY20 Budget	Grant	Building	Other	FY20 Budget v2
411000	City of Houston-Appropriations	\$ 24,160,344				\$ 24,160,344
	Fund 2213	952,722				952,722
	HFSC Operations	23,207,622				23,207,622
415000	City of Houston Direct OH-Appro	1,460,000				1,460,000
420000	Donations	11,450				11,450
426000	Training Services	9,263				9,263
440000	Grants	1,100,000				1,100,000
450000	Forensic Services	23,610				23,610
490002	Interest Income	5,858				5,858
		26,770,525	-	-	-	26,770,525
Personnel:						
500010	Salary Base - Civilian	14,719,866	113,156		(389,000)	14,444,022
500070	Overtime - Classified	-	7,001			7,001
501070	Pension - Civilian	858,773				858,773
502010	FICA - Civilian	1,065,943	8,283			1,074,226
503010	Health Insurance - Active Civil	1,114,633	17,194			1,131,827
503015	Basic Life Ins - Active Civil	120,513	570			121,083
503090	Workers Comp - Civilian Adm	53,157				53,157
503100	Workers Comp - Civil Claims	108				108
504031	Unemployment Taxes - Admin	13,931	147		15,000	29,078
		17,946,923	146,351	-	(374,000)	17,719,275
Supplies:						
511010	Chemical Gases & Special Fluids	14,673				14,673
511015	Cleaning & Sanitary Supplies					-
511045	Computer Supplies	32,035				32,035
511050	Paper & Printing Supplies	28,184				28,184
511055	Publications & Printed Material	4,928			3,000	7,928
511060	Postage	493				493
511070	Miscellaneous Office Supplies	126,071		1,379		127,451
511080	General Laboratory Supply	853,078	15,211	1,936		870,225
511095	Small Technical & Scientific Eq	6,404		2,846		9,250
511120	Clothing	7,286			5,000	12,286
511125	Food/Event Supplies	11,389			6,000	17,389
511130	Weapons Munitions & Supplies	6,544				6,544
511145	Small Tools & Minor Equipment	3,437		151	15,000	18,588
511150	Miscellaneous Parts & Supplies	19,120		370		19,490
		1,113,641	15,211	6,683	29,000	1,164,535

HOUSTON FORENSIC SCIENCE CENTER, INC.

Current Year Budget Adjustments

	FY20 Budget	Grant	Building	Other	FY20 Budget v2
Services:					
520100	Temporary Personnel Services	2,227			2,227
520105	Accounting & Auditing Svcs	42,194			42,194
520107	Computer Info/Contracting Svcs	34,488			34,488
520109	Medical Dental & Laboratory Ser	85,000	701,183	200,000	986,183
520110	Management Consulting Services	90,000	22,000	13,000	125,000
520112	Banking Services	3,836			3,836
520114	Misc Support Serv Recruit Relo	56,346			56,346
520115	Real Estate Rental	2,331,187			2,331,187
520118	Refuse Disposal	18,494	17,290	8,000	43,783
520119	Computer Equip/Software Maint.	860,591			860,591
520121	IT Application Services	136,771			136,771
520124	Other Equipment Services	284,306	246,795		531,101
520143	Credit/Bank Card Svcs	48		1,000	1,048
520520	Printing & Reproduction Serv.	9,194	25,110		34,304
520605	Public Information Svcs	16,553			16,553
520705	Insurance (Non-Medical)	115,431		50,000	165,431
520765	Membership & Prof. Fees	24,829	338		25,167
520805	Education & Training	191,234	9,915	70,000	271,149
520815	Tuition Reimbursement	38,738			38,738
520905	Travel - Training Related	188,395	12,204	10	160,609
520910	Travel - Non-training Related	22,837	448	7,000	30,285
521405	Building Maintenance Services	13,517			13,517
521505	Utilities	4,705			4,705
521605	Data Services	229,239			229,239
521610	Voice Services, Equip & Labor	40,026			40,026
521705	Vehicle/Equipment Rental/Lease	135			135
521725	Other Rental Fees	33,937	450	10,000	44,387
521730	Parking Space Rental	157,729			157,729
521905	Legal Services	43,252			43,252
522205	Metro Commuter Passes	97,620			97,620
522305	Freight	12,418	5,212	6,878	24,507
522430	Misc. Other Services & Chrgs	84,898	13,005	20,631	118,534
532000	Sub-Contractor (COH)	970,487	-		970,487
532100	Civilian Payroll	952,722	-		952,722
523101	Civilian Salaries	620,524			620,524
523102	Civilian Benefits	332,197			332,197
523400	Services	17,766			17,766
	6,240,661	763,857	317,611	319,000	7,641,128
	5,270,174	763,857	317,611	319,000	6,670,641

ER, INC.				
FY20 Budget	Grant	Building	Other	FY20 Budget v2
52,609	14,605	201,033		268,247
167,849	25,749			193,598
20,000				20,000
575,000		(525,327)		49,673
815,458	40,354	(324,294)	-	531,519
84,000			26,000	110,000
-				-
84,000	-	-	26,000	110,000
26,200,683	965,774	0	-	27,166,457
504,019				504,019
26,704,702	965,774	0	-	27,670,475
65,823	(965,774)	(0)	-	(899,951)
392,150				392,150
1,100,000	(965,774)			134,226
(1,426,327)	-	(0)	-	(1,426,327)



HOUSTON FORENSIC SCIENCE CENTER, INC.
COMPARATIVE STATEMENT OF ACTIVITIES - ACCRUAL BASIS
For the Period July 1, 2019 through Jan. 31, 2020

		Current Month (Preliminary)								YTD								FY20	
		FY20	FY20	FY19	Variance					FY20	FY20	FY19	Variance					FY20	% Year
		Jan. 2020	Budget	Jan. 2019	Budget - Actual	%	FY20 - FY19	%		July 1-Jan. 31, 2020	Budget	July 1- Jan. 31, 2019	Vs. Budget	%	Vs. FY19	%	Budget V2	Completed	
		# of Months								# of Months									
		1								7									
Revenues:																			
411000	City of Houston-Appropriations	\$ -	\$ 2,013	\$ -	\$ (2,013)	-100%	\$ -		\$ 23,689	\$ 14,094	\$ 22,832	\$ 9,596	68%	\$ 857	4%		\$ 24,160	98%	
415000	City of Houston Direct OH-Appro	-	122	122	(122)	-100%	(122)	-100%	730	852	852	(122)	-14%	(122)	-14%		1,460	50%	
416000	City of Houston - Safe funds	-	-	-	-	0%	-		-	-	-	-	0%	-	0%		-	0%	
420000	Contributions	-	1	1	(1)	0%	(1)	-100%	2	7	10	(5)	-74%	(8)	-82%		11	15%	
425000	In-Kind Donations	-	-	-	-	0%	-		-	-	-	-	0%	-	0%		-	0%	
426000	Training Services	-	1	-	(1)	0%	-		-	5	7	(5)	-100%	(7)	-100%		9	0%	
440000	Grants	376	92	97	284	310%	279	289%	1,008	642	276	366	57%	732	266%		1,100	92%	
450000	Forensic Services	0	2	(3)	(2)	-85%	3		34	14	13	21	150%	21	164%		24	146%	
443000	Other	-	-	-	-	0%	-		1	-	-	1	0%	1	0%		-	0%	
450002	Interest Income	10	0	0	10	1948%	10	1926%	95	3	4	92	2686%	91	2256%		6	1625%	
Total Income		386	2,231	218	(1,845)	-83%	168	77%	25,560	15,616	23,993	9,944	64%	1,566	7%		26,771	95%	
Expenses:																			
Personnel:																			
500010	Salary Base - Civilian	1,734	1,204	1,043	(530)	-44%	(691)	-66%	8,548	8,426	7,657	(122)	-1%	(891)	-12%		14,444	59%	
501070	Pension - Civilian	101	72	66	(29)	-41%	(35)	-53%	498	501	412	3	1%	(86)	-21%		859	58%	
502010	FICA - Civilian	128	90	78	(38)	-43%	(50)	-65%	616	627	553	11	2%	(63)	-11%		1,074	57%	
503010	Health Insurance - Active Civil	95	94	97	(0)	-1%	3	3%	761	660	683	(100)	-15%	(77)	-11%		1,132	67%	
503015	Basic Life Ins - Active Civil	2	10	10	8	78%	8	78%	7	71	72	64	90%	66	91%		121	6%	
503060	Long Term Disability - Civilian	-	-	-	-	0%	-		-	-	-	-	0%	-	0%		-	0%	
503090	Workers Comp - Civilian Adm	4	4	4	0	10%	(0)	-5%	28	31	29	3	10%	1	5%		53	53%	
503100	Workers Comp - Civil Claims	-	0	-	0	100%	-		-	0	-	0	100%	-	0%		0	0%	
504030	Unemployment Claims - Admin	-	-	-	-		-		-	-	-	-	0%	-	0%		-	0%	
504010	Pension - GASB 27 Accrual	-	-	-	-		-		-	-	-	-	0%	-	0%		-	0%	
504031	Unemployment Taxes - Admin	18	2	22	(16)	-644%	4	20%	20	17	26	(3)	-19%	6	22%		29	70%	
		2,082	1,476	1,321	(606)	-41%	(761)	-58%	10,477	10,332	9,433	(145)	-1%	(1,044)	-11%		17,712	59%	
Supplies:																			
511010	Chemical Gases & Special Fluids	1	1	5	1	56%	5	89%	12	9	11	(4)	-42%	(1)	-7%		15	83%	
511040	Audio Visual Supplies	-	-	-	-		-		-	-	-	-	0%	-	0%		-	0%	
511045	Computer Supplies	-	3	2	3	100%	2	100%	-	19	7	19	100%	7	100%		32	0%	
511050	Paper & Printing Supplies	-	2	3	2	100%	3	100%	3	16	18	14	84%	15	85%		28	9%	
511055	Publications & Printed Material	-	1	0	1	100%	0	100%	8	5	1	(3)	-65%	(6)	-441%		8	96%	
511060	Postage	-	0	0	0	100%	0	100%	0	0	0	0	59%	0	76%		0	24%	
511070	Miscellaneous Office Supplies	7	11	(11)	3	31%	(19)		48	74	52	27	36%	4	8%		127	38%	
511080	General Laboratory Supply	98	73	18	(25)	-35%	(80)	-442%	642	508	378	(134)	-26%	(264)	-70%		870	74%	
511090	Medical & Surgical Supplies	-	-	-	-		-		-	-	-	-	0%	-	0%		-		
511095	Small Technical & Scientific Eq	-	1	-	1	100%	-		4	5	2	1	24%	(2)	-80%		9	44%	
511110	Fuel	-	-	-	-		-		-	-	-	-	0%	-	0%		-		
511120	Clothing	1	1	-	0	33%	(1)		10	7	8	(2)	-34%	(2)	-20%		12	78%	
511125	Food/Event Supplies	0	1	0	1	82%	0	23%	14	10	12	(4)	-37%	(1)	-11%		17	80%	
511130	Weapons Munitions & Supplies	-	1	1	1	100%	1	100%	2	4	4	2	56%	3	60%		7	25%	
511145	Small Tools & Minor Equipment	-	2	0	2	100%	0	100%	12	11	1	(1)	-9%	(11)	-988%		19	64%	
511150	Miscellaneous Parts & Supplies	-	2	0	2	100%	0	100%	9	11	5	2	19%	(4)	-76%		19	47%	
		107	97	19	(10)	-10%	(87)	-450%	763	679	501	(83)	-12%	(261)	-52%		1,165	65%	

HOUSTON FORENSIC SCIENCE CENTER, INC.
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For the Period July 1, 2019 through Jan. 31, 2020

		Current Month (Preliminary)						YTD						FY20	
		FY20	FY20	FY19	Variance			FY20	FY20	FY19	Variance			FY20	% Year
		Jan. 2020	Budget	Jan. 2019	Budget - Actual	%	FY20 - FY19	%	July 1-Jan. 31, 2020	Budget	July 1- Jan. 31, 2019	Vs. Budget	%	Budget V2	Completed
Services:															
520100	Temporary Personnel Services	-	0	-	0	100%	-		-	1	2	1	0%	2	0%
520105	Accounting & Auditing Svcs	4	4	3	(1)	-28%	(1)	-46%	29	25	24	(4)	-17%	42	68%
520106	Architectural Svcs	-	-	-	-		-		-	-	-	-	0%	-	0%
520107	Computer Info/Contracting Svcs	-	3	-	3	100%	-		-	20	4	20	100%	34	0%
520109	Medical Dental & Laboratory Ser	1	82	-	81	98%	(1)		925	575	67	(350)	-61%	986	94%
520110	Management Consulting Services	12	10	7	(2)	-20%	(6)	-90%	117	73	96	(44)	-60%	125	94%
520112	Banking Services	0	0	0	0	37%	0	11%	2	2	2	1	24%	4	44%
520113	Photographic Services	-	-	-	-		-		-	-	-	-	0%	-	
520114	Misc Support Serv Recruit Relo	2	5	3	3	59%	1	42%	40	33	23	(7)	-21%	56	70%
520115	Real Estate Rental	69	194	88	125	64%	18	21%	427	1,360	605	933	69%	2,331	18%
520118	Refuse Disposal	3	4	-	0	13%	(3)		40	26	11	(14)	-57%	44	91%
520119	Computer Equip/Software Maint.	25	72	60	46	65%	35	58%	459	502	572	43	9%	861	53%
520121	IT Application Services	3	11	-	9	76%	(3)		8	80	48	72	90%	137	6%
520123	Vehicle & Motor Equip. Services	-	-	-	-		-		-	-	-	-	0%	-	
520124	Other Equipment Services	35	44	0	9	21%	(35)	-13866%	450	310	158	(140)	-45%	531	85%
520143	Credit/Bank Card Svcs	-	0	-	0	100%	-		0	1	-	1	85%	1	9%
520145	Criminal Intelligence Services	-	-	-	-		-		-	-	-	-	0%	-	0%
520520	Printing & Reproduction Serv.	-	3	-	3	100%	-		26	20	2	(6)	-29%	34	75%
520605	Public Information Svcs	-	1	0	1	100%	0	100%	0	10	3	9	95%	17	3%
520705	Insurance (Non-Medical)	2	14	10	12	86%	8	81%	124	97	68	(28)	-29%	165	75%
520760	Contributions	-	-	-	-		-		-	-	-	-	0%	-	0%
520765	Membership & Prof. Fees	2	2	5	0	23%	3	68%	14	15	15	1	7%	25	54%
520805	Education & Training	31	23	6	(9)	-39%	(26)	-455%	262	158	104	(104)	-66%	271	97%
520815	Tuition Reimbursement	2	3	-	1	41%	(2)		6	23	14	17	73%	39	16%
520905	Travel - Training Related	-	13	6	13	100%	6	100%	73	94	97	21	22%	161	46%
520910	Travel - Non-training Related	1	3	1	1	43%	(0)	-45%	24	18	12	(6)	-36%	30	80%
521405	Building Maintenance Services	0	1	0	1	73%	0	15%	2	8	8	6	70%	14	17%
521505	Utilities	0	0	0	0	49%	0	6%	3	3	3	(1)	-23%	5	72%
521605	Data Services	0	19	3	19	99%	3	91%	91	134	119	43	32%	229	40%
521610	Voice Services, Equip & Labor	5	3	5	(2)	-56%	(0)	-7%	27	23	31	(4)	-16%	40	68%
521705	Vehicle/Equipment Rental/Lease	-	0	-	0	100%	-		-	0	-	0	0%	0	0%
521725	Other Rental Fees	2	4	1	1	36%	(1)	-67%	39	26	18	(14)	-52%	44	89%
521730	Parking Space Rental	12	13	17	1	5%	5	27%	110	92	114	(18)	-19%	158	69%
521905	Legal Services	-	4	25	4	100%	25	100%	10	25	43	15	60%	43	23%
522205	Metro Commuter Passes	1	8	0	7	91%	(0)	-62%	16	57	31	41	71%	98	17%
522305	Shipping and Freight	1	2	1	1	56%	0	35%	21	14	7	(7)	-46%	25	85%
522430	Misc. Other Services & Chrgs	7	10	1	3	30%	(6)	-1061%	70	69	27	(1)	-1%	119	59%
522720	Insurance - General & Professional	-	-	-	-		-		-	-	-	-	0%	-	0%
523100	Civilian Payroll	62	79	24	17	22%	(38)	-158%	419	556	483	137	0%	953	
523200	Classified Payroll	0	-	(5)	(0)		(5)		1	-	426	(1)	0%	-	
523300	Supplies	-	-	-	-		-		-	-	-	-	0%	-	
523400	Services	1	1	1	0	14%	(1)	-81%	8	10	9	2	23%	18	45%
523000	Sub-Contractor (COH-HPD) Total	64	81	20	17	21%	(44)	-218%	428	566	918	138	24%	970	44%
	Total Services	287	637	264	349	55%	(24)	-9%	3,844	4,457	3,246	613	14%	7,641	50%

HOUSTON FORENSIC SCIENCE CENTER, INC.
COMPARATIVE STATEMENT OF ACTIVITIES - ACCRUAL BASIS
For the Period July 1, 2019 through Jan. 31, 2020

		Current Month (Preliminary)						YTD						FY20	
		FY20	FY20	FY19	Variance			FY20	FY20	FY19	Variance			FY20	% Year
		Jan. 2020	Budget	Jan. 2019	Budget - Actual	%	FY20 - FY19	July 1-Jan. 31, 2020	Budget	July 1- Jan. 31, 2019	Vs. Budget	%	Vs. FY19	Budget V2	Completed
Non-Capital Expenditures															
551010	Furniture and Fixtures	1	22	-	21	94%	(1)	263	156	19	(107)	-68%	(244)	268	98%
551015	Computer Hardware/SW	5	16	3	12	72%	(1)	112	113	27	1	1%	(86)	194	58%
551025	Scientific/Foren Eqmt	(0)	2	-	2	110%	0	11	12	3	1	9%	(7)	20	53%
Total Non-Capital Expenditures		6	40	3	34	86%	(3)	386	281	49	(105)	-37%	(338)	482	80%
Capital Expenditures															
170140	Improvements	-	-	-	-	-	-	20	-	-	(20)	0%	(20)	-	0%
170210	Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	0%	-	-	0%
170230	Computer Hardware/SW	-	-	-	-	-	-	-	-	28	-	0%	28	-	0%
170240	Scientific/Foren Eqmt	-	9	3	9	100%	3	104	64	12	(40)	-62%	(92)	110	95%
170270	500 Jefferson - Intangible	(48)	-	-	-	0%	48	(56)	-	-	56	0%	56	-	0%
170980	Const in Progress	1	-	212	(1)	-	211	188	-	176	(188)	0%	(12)	-	-
Total Capital Expenditures		(47)	9	215	8	86%	262	256	64	216	(192)	-299%	(41)	110	233%
Total Expense and Capital Before Depreciation		2,435	2,259	1,822	(224)	-10%	(613)	15,726	15,814	13,445	88	1%	(2,282)	27,110	58%
561230	Depreciation	143	42	41	(101)	-239%	(101)	999	294	293	(705)	-240%	(706)	504	198%
600003	Reconciliation Discrepancies	-	-	-	-	0%	-	21	-	-	(21)	0%	(21)	-	0%
570505	FA Gain/Loss	90	-	-	(90)	0%	-	21	-	-	(21)	0%	-	-	0%
531085	Interest Expense	-	-	-	-	-	-	633	-	-	(633)	-43%	-	-	0%
610000	City of Houston Direct Overhead	-	33	122	33	100%	122	327	229	852	(98)	-43%	525	392	83%
620000	HPD-Reimbursed Expenses	-	-	-	-	-	-	-	-	-	-	0%	-	-	0%
	Grant and Training Expense	-	-	-	-	-	-	-	-	-	-	0%	-	-	0%
Total Expense and Capital After Depreciation		2,668	2,334	1,985	(382)	-16%	(592)	17,706	16,337	14,589	(1,369)	-8%	(3,116)	28,006	63%
Net Ordinary Income less capital spending		(2,282)	(103)	(1,767)	(1,463)	1421%	(424)	7,854	(721)	9,404	8,575	-1190%	(1,550)	(1,235)	-636%

HOUSTON FORENSIC SCIENCE CENTER, INC.
COMPARATIVE STATEMENT OF NET POSITION
By Quarter

(in '000's)

	Preliminary 01/31/20	As of 12/31/19	As of 09/30/19	As of 06/30/19	As of 03/31/19
ASSETS					
Cash and Cash Equivalents					
Bank of Texas-Operating	\$ 9,905	\$ 12,480	\$ 18,538	\$ 1,124	\$ 6,670
Total Current Assets	9,905	12,480	18,538	1,124	6,670
Accounts Receivable					
Accounts Receivable	395	42	209	1,063	669
Total Accounts Receivable	395	42	209	1,063	669
Capital Assets Net of Depreciation					
Capital Assets	37,910	37,957	37,657	37,654	37,533
Accumulated Depreciation	(3,324)	(3,181)	(2,753)	(2,335)	(1,918)
Total Net Capital Assets	34,586	34,776	34,904	35,319	35,615
Other Assets					
Prepaid - HR	5	(5)	8	-	2
Prepaid - Insurance	53	59	50	54	61
Prepaid - Service Agreements	205	224	255	129	131
Prepaid - Other	4	4	3	2	145
Total Other Assets	267	282	317	184	339
TOTAL ASSETS	\$ 45,154	\$ 47,579	\$ 53,967	\$ 37,690	\$ 43,292
LIABILITIES					
Accounts Payables	\$ 300	\$ 479	\$ 790	\$ 388	\$ 3
Payroll Tax Liability	1,062	996	994	1,603	552
Other Liabilities, Including Fund 2213 Billing	247	183	127	127	63
500 Jefferson Lease Liability	31,810	31,840	31,928	31,920	31,911
Deferred - Others	6	6	6	6	6
Total Liabilities	33,425	33,504	33,846	34,044	32,536
NET POSITION/FUND BALANCE					
Unrestricted/Unassigned	8,953	11,139	17,146	248	7,053
Net Investment in Capital Assets	2,776	2,936	2,976	3,399	3,703
Total Net Position	11,729	14,075	20,121	3,647	10,756
TOTAL LIABILITIES AND NET POSITION	\$ 45,154	\$ 47,579	\$ 53,967	\$ 37,690	\$ 43,292

Awarded

Awarding Agency: USDOJ-OJP-NIJ			
Name of Project: NIJ FY 17 DNA Capacity Enhancement and Backlog Reduction Program			
Start and End Dates: 01/01/2018 - 12/31/2019			
Contact: Monte Evans			
Award Number: 2017-DN-BX-0027	Awarded	Invoiced	Current Receivable
Amount of Award: \$	867,755	\$ -	\$ -
Grant Inception to date: \$	(849,002)	\$ 737,497	\$ 111,505
Grant Balance: \$	18,753		
Status: Awarded			

Awarding Agency: USDOJ-OJP-NIJ			
Name of Project: Cap Enhancement for Drug and DNA Testing in Sexual Assault Cases			
Start and End Dates: 01/01/2018 - 12/31/2020			
Contact: Monte Evans			
Award Number: 2017-DN-BX-0176	Awarded	Invoiced	Current Receivable
Amount of Award: \$	114,000	\$ -	
HFSC Match: \$	38,000	\$ -	
Grant Inception to date: \$	(999)	\$ -	
Grant Balance: \$	151,001		
Status: Awarded			

Awarding Agency: University of Virginia			
Name of Project: Quality Blind Testing Research			
Start and End Dates: 11/26/2018 - 05/31/2019			
Contact: Lynn Boyter			
Award Number: 2018 CSAFE	Awarded	Invoiced	Current Receivable
Amount of Award: \$	118,000	\$ -	
Grant Inception to date: \$	(62,177)	\$ 62,177	\$ -
Grant Balance:	55,823		
Status: Sub Award			

Awarding Agency: USDOJ-OJP-NIJ			
Name of Project: NIJ FY 18 DNA Capacity Enhancement and Backlog Reduction Program			
Start and End Dates: 01/01/2019 - 12/31/2020			
Contact: Shelia Anderson			
Award Number: 2018-DN-BX-0096	Award Bal.	Expenditure Reported	Current Receivable
Contact: Charles Heurich			
Award Number: 2014-DN-BX-0116			
Amount of Award:	\$ 1,530,927	-	\$ -
Grant Inception to date:	\$ (1,060,383)	\$ 1,016,553	\$ 43,830
Grant Balance:	\$ 470,544		
Status: Sub - Award			

Awarding Agency: USDOJ-OJP-NIJ			
Discipline: Seized Drugs			
Primary Recipient: HFSC			
Federal Program: 2018 Research and Evaluation for the Testing and Interpretation of Physical Evidence in Publicly Funded Forensic Laboratories			
Solicitation Number: NIJ-2018-13900			
Name of Project: Establishing Sufficiency Thresholds for Assessing the Quality of Mass Spectral Data This study proposes to initiate and test the development of a sufficiency standard that can be used as a model for the nationalized mass spectral standard. In addition, both results and methodology from this project should have direct extension to other forensic disciplines using mass spectral data, such as Toxicology and Trace Analysis.			
Purpose:			
Collaboration: Ohio University			
Start and End Dates: 01/01/2019 - 12/31/2019			
Contact: Peter Harrington			
Award Number: 2018-DU-BX-0184			
Award Date: 9/27/2018			
Amount of Award:	\$282,703		
	Award Bal.	Expenditure Reported	Current Receivable
HFSC Amount of Award:	\$ 174,682		
Grant Inception to date:	\$ (47,553)	\$ 41,051	\$ 6,502
Grant Balance:			
Subrecipient: Ohio University			
Subrecipient Official: P. Maureen Valentine			
Contact: Peter Harrington			
Subaward Total:	\$ 108,021		
Grant Inception to date:	\$ (11,591)	\$ 11,591	\$ -
Grant Balance:			
Status: Awarded			

Awarding Agency: USDOJ-OJP-NIJ

Discipline: Latent Prints

Federal Program: 2018 Applied Research and Development in Forensic Science for Criminal Justice Purpose

Solicitation Number: NIJ-2018-13600

HFSC fully intends to collaborate and provide the resources to assist RTI in creating and validating the fingerprint database. We are able to assist in this

Purpose: research effort by providing the time and expertise of 10 of our latent print examiners for the Selection and AFIS Team. We will also assist in recruiting 20 latent prints donors as part of the Detection Team.

Primary Recipient: RTI International

RTI Contract Administrator: Meghaan Hampton

Start and End Dates: 06/15/2019 - 04/30/2020

Contact: Heidi Eldridge

Award Number: 2018-DU-BX-0227

Contract Title: Selection, Detection, AFIS Teams

Contract Type: Fixed Price

	Award Bal.	Expenditure Reported	Current Receivable
HFSC Contract Funded Amount:	\$ 71,902		
Grant Inception to date:			
Grant Balance:			

Status: Awarded - Contract Service Agreement

Awarding Agency: USDOJ-OJP-NIJ

Name of Project: NIJ FY 19 DNA Capacity Enhancement and Backlog Reduction Program

Start and End Dates: 01/01/2020 - 12/31/2021

Contact:

Award Number: 2019-DN-BX-0036

Contact:

	Award Bal.	Expenditure Reported	Current Receivable
Amount of Award:	\$ 1,607,745	-	\$ -
Grant Inception to date:	\$ -	\$ -	\$ -
Grant Balance:	\$ 1,607,745		

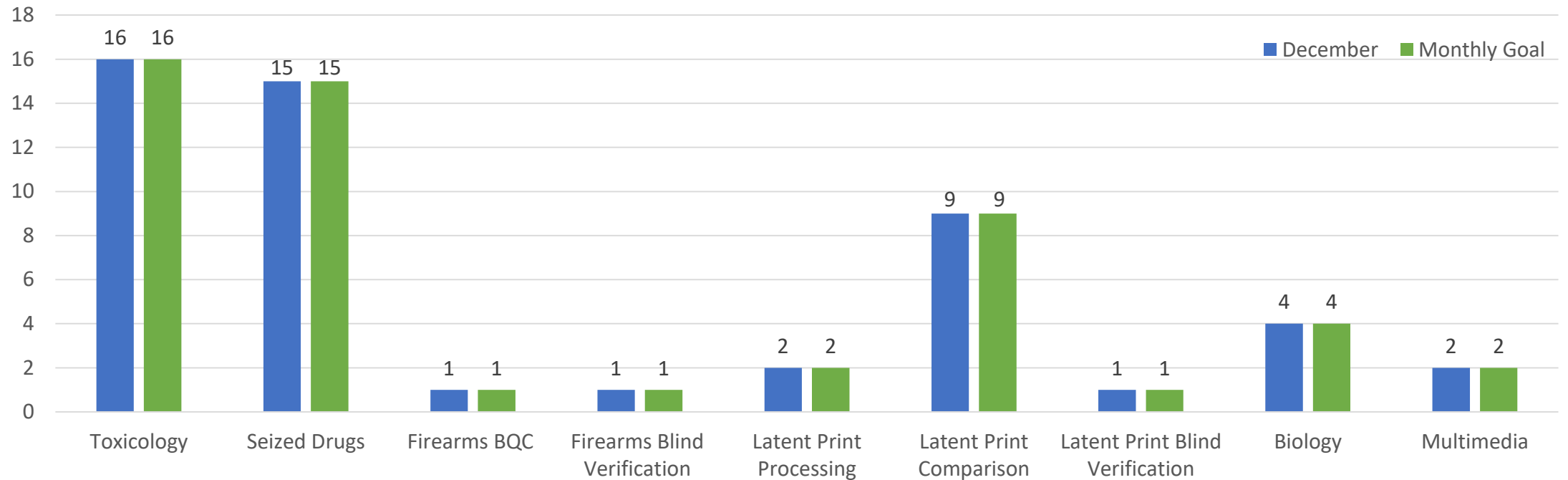
Status: Sub - Award

Quality Division Report

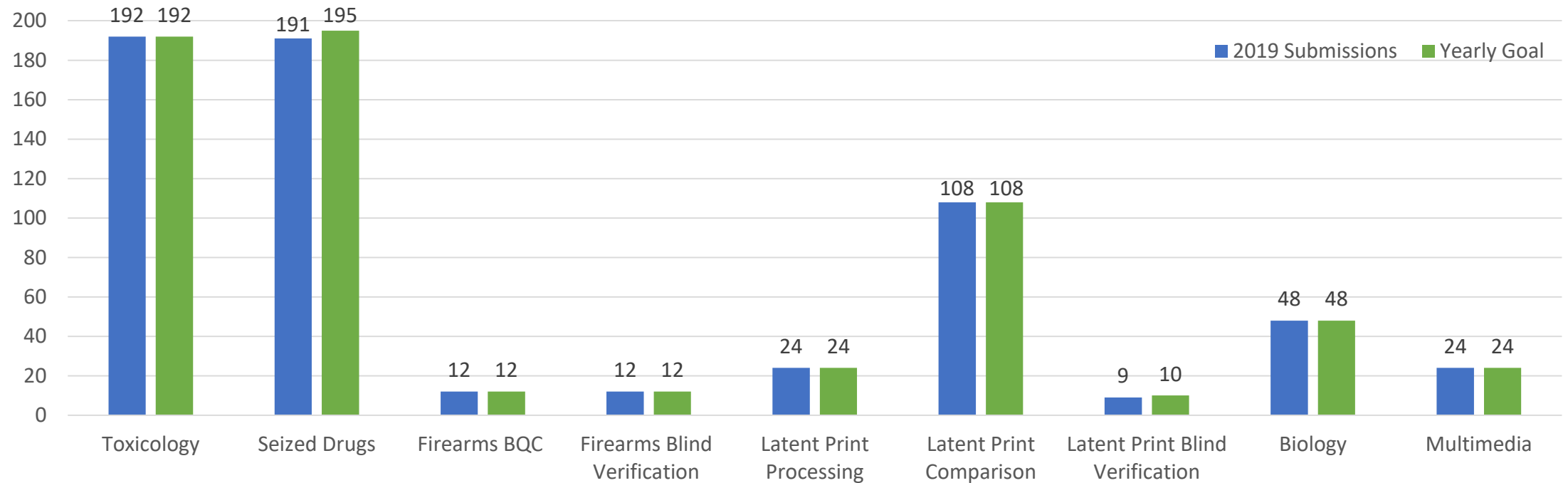
January 10, 2020



BQCs Submitted in December



BQCs 2019: Year in Review



Blind Quality: Accomplishments and Challenges

- Monthly submission goals for 2020 calculated: ~5% of each section's output in 2019
- “Implementation of a Blind Quality Control Program in a Forensic Laboratory” manuscript published by the Journal of Forensic Sciences (JFS) as open access
- HFSC to present on blind proficiency program during Center for Statistics and Applications in Forensic Evidence (CSAFE) webinar
- Multimedia analyst incorrectly identified a case as a blind

Forensic Discipline	Cases Completed in December
Toxicology – BAC	8
Seized Drugs	18
Biology	2 (DNA) 5 (screening)
Firearms – Blind Verification (BV)	0
Firearms	1
Latent Print Processing	0
Latent Print Comparison	14
Latent Print – Blind Verification (BV)	1
Multimedia	3

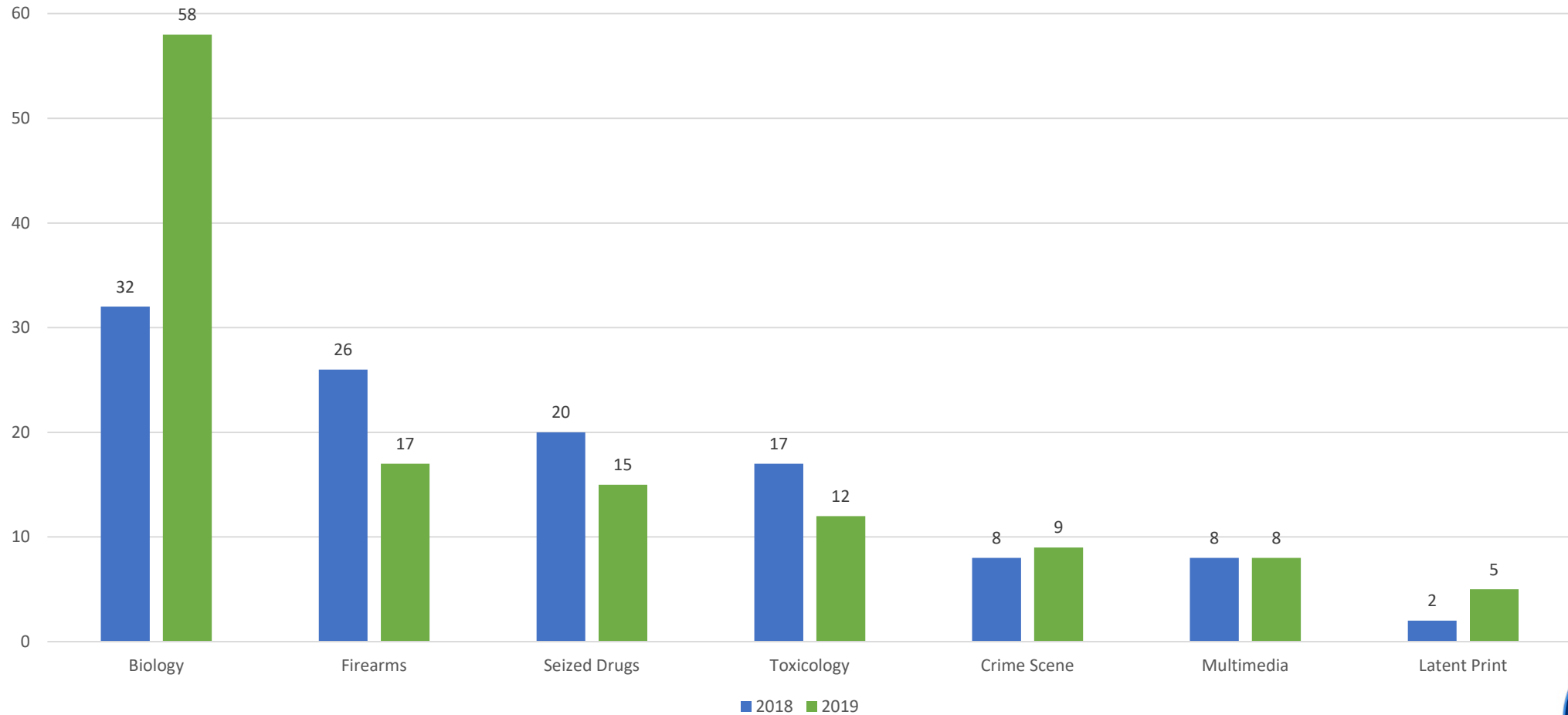


2019 Testimony Data

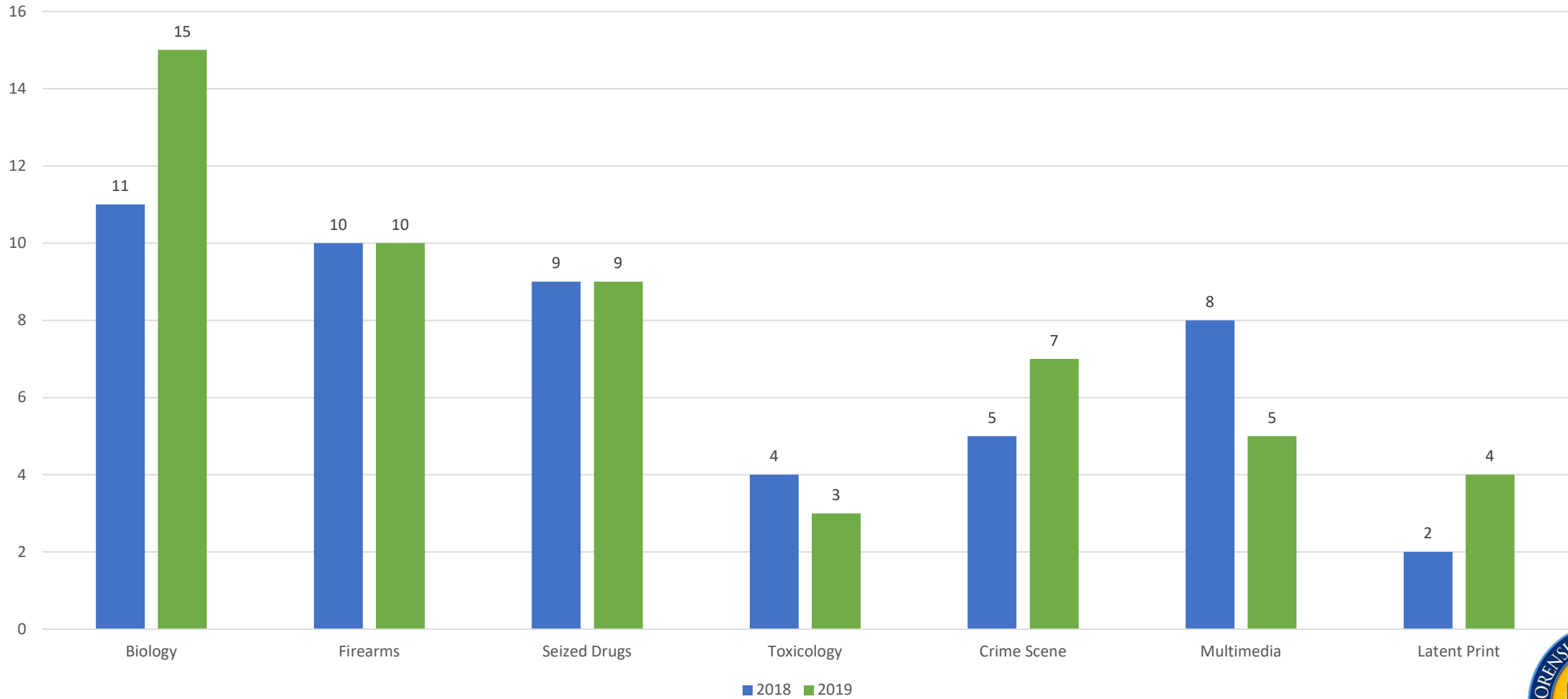
- 57 analysts testified last year
 - 53 analysts testified for HFSC cases and were monitored by a technical expert
 - 4 testified for work done prior to HFSC employment – no monitoring needed
- Transcript review project
 - 12 transcripts will be completed for 2019



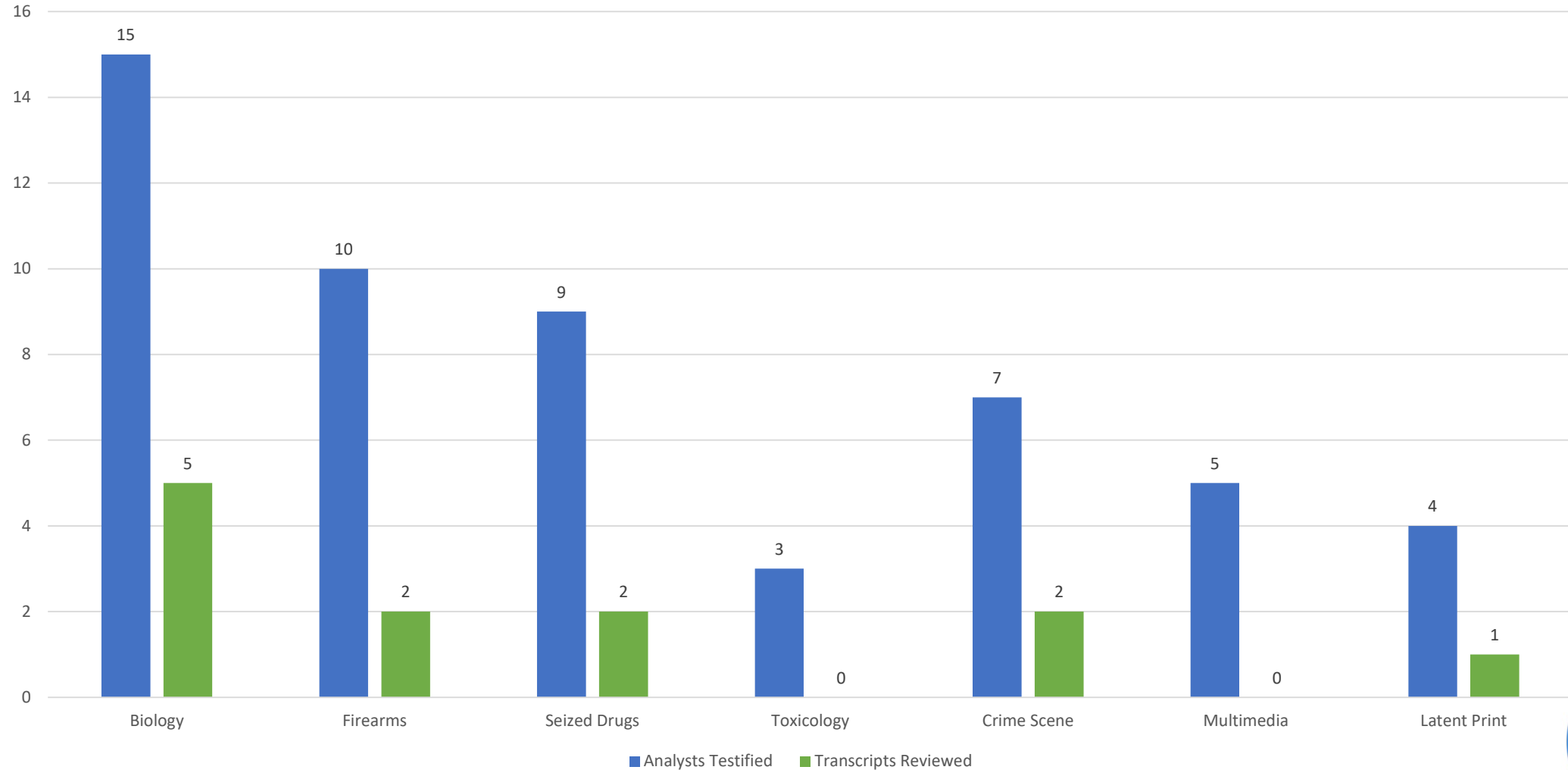
Number of Testimonies: 2018 vs 2019



Analysts Testified 2018 v 2019



Analysts Testified vs Transcripts Reviewed: 2019



Detailed Data



Audits/Disclosures/Corrective Actions

On-site assessment on January 13 following lab relocation

- HFSC has been communicating with its accrediting bodies throughout the relocation
- HFSC has provided necessary documentation to ANAB, one accrediting body
- Assessor will focus on calibrations, performance checks and security



2019 Proficiency Testing

Discipline		Tests in Progress	Tests Completed	Comments
Seized Drugs		-	15	
Toxicology		7	7	
Firearms		6	19	
Crime Scene		2	23	
Latent Prints		1	17	
Multimedia	Audio/Video	2	5	
	Digital	1	3	
Forensic Biology		25	20	



Quality Division Notifications

Incidents, Corrective and Preventive Actions

Monday, January 6, 2020

12:39:15 PM

Page 1 of 2

	Quality Notified	Summary of Notification	Comments
Biology			
2019-078 IR	12/12/2019	An incorrect sample was selected while preparing for an extraction procedure. This resulted in the sample being extracted with an unintended extraction procedure.	
2019-083 IR	12/16/2019	A sample was accidentally dropped into the biohazard trash bin during an extraction procedure and is, therefore, unrecoverable.	
2019-093 CAR	12/19/2019	An expired reagent was used during three Forensic Biology extraction procedures. The reagent was one day beyond its expiration date.	
Crime Scene			
2019-092 IR	12/27/2019	A crime scene investigator (CSI) was requested by the Firearms Section to photograph and collect DNA swabs from a firearm that had possible blood. While later reviewing the photographs, the CSI observed what appeared to be a patent print in the possible blood. The CSI and a supervisor contacted the Firearms Section to see if the firearm was available for comparison quality photographs but were informed that the firearm had been already been decontaminated.	
2019-094 IR	12/27/2019	A crime scene investigator (CSI) did not collect a ski mask during vehicle processing from a robbery vehicle at the Vehicle Examination Building (VEB).	
2019-095 IR	12/28/2019	Two crime scene investigators (CSIs) failed to properly document a crime scene. Possible blood on a vehicle and projectile underneath a separate vehicle were not properly documented through photography, videography or their scene notes.	
Firearms			

HFSC's Quality Division investigates nonconforming work and helps develop solutions in compliance with accreditation and legal standards. With regard to the items listed above, the Division has not detected any use of inaccurate results in a criminal proceeding.

Quality Division Notifications

Incidents, Corrective and Preventive Actions

Monday, January 6, 2020

12:39:35 PM

Page 2 of 2

	Quality Notified	Summary of Notification	Comments
2019-090 IR	12/2/2019	The second examiner accidentally signed electronically as the technical reviewer (as opposed to signing as the second examiner) in JusticeTrax LIMS.	
2019-091 IR	12/10/2019	Two cases that had handguns that did not have magazines were processed for NIBIN prior to latent print processing being performed on them. Neither case had a latent print request, however it is Firearms section policy to ensure that latent print processing is performed prior to NIBIN processing when there is no magazine present.	

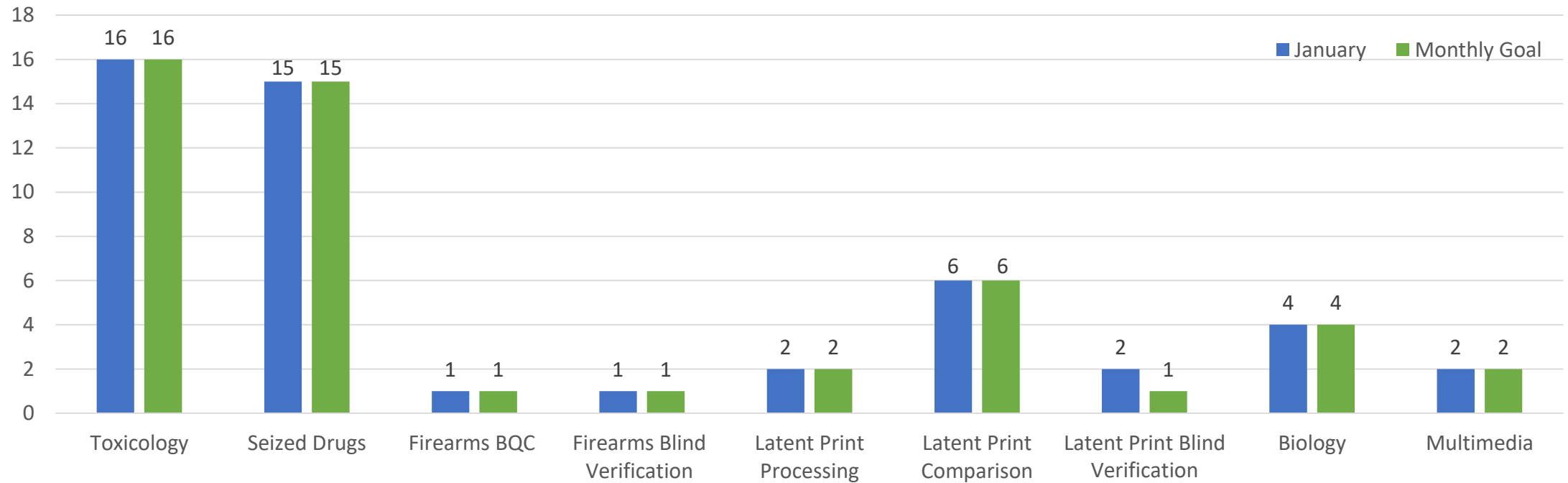
HFSC's Quality Division investigates nonconforming work and helps develop solutions in compliance with accreditation and legal standards. With regard to the items listed above, the Division has not detected any use of inaccurate results in a criminal proceeding.

Quality Division Report

February 14, 2020



BQCs Submitted in January



Blind Quality: Accomplishments and Challenges

- Discussed blind proficiency program with the latent print section
 - Agreed to revise submission numbers to the latent print section to ensure that processing requests that proceed onto comparison are not separately counted
- A biology analyst incorrectly believed an actual case was a blind proficiency test

Forensic Discipline	Cases Completed in January
Toxicology – BAC	9
Seized Drugs	19
Biology	4 (DNA) 8 (screening)
Firearms – Blind Verification (BV)	2
Firearms	1
Latent Print Processing	0
Latent Print Comparison	7
Latent Print – Blind Verification (BV)	1
Multimedia	1



Audits/Disclosures/Corrective Actions

On-site relocation assessment: January 13

- No nonconformances
- Awaiting review and approval from ANAB

Internal audit schedule for 2020 has been decided

- Audits scheduled for March, April and May

Another ANAB on-site assessment tentatively scheduled for July 2020

- This assessment is part of general accreditation requirements and not connected to the relocation
- This will be an evaluation of a subset of standards and requirements
- It will include an assessment of the FBI's Quality Assurance Standards (QAS) required for DNA database access



Other “quality” news

- New quality specialist starting February 20
 - Internal hire transitioning from the crime scene unit
- Survey improvements
 - Revamped and shortened feedback survey that appears on website
 - Added the survey link to email signatures to try to increase responses
 - Changed “complaints and issues” format from a form to an interactive survey on the website

2020 Proficiency Testing

Discipline		Tests in Progress	Tests Completed	Comments
Seized Drugs		-	n/a	
Toxicology		-	n/a	
Firearms		1	n/a	
Crime Scene		-	n/a	
Latent Prints		8	n/a	
Multimedia	Audio/Video	-	n/a	
	Digital	-	n/a	
Forensic Biology		8	n/a	



2019 Proficiency Testing

Discipline		Tests in Progress	Tests Completed	Comments
Seized Drugs		-	15	Complete for 2019
Toxicology		-	14	Complete for 2019
Firearms		6	19	
Crime Scene Unit		-	26	Complete for 2019
Latent Prints		-	18	Complete for 2019
Multimedia	Audio/Video	-	7	Complete for 2019
	Digital	-	4	Complete for 2019
Forensic Biology		1	44	



2020 Testimony Data

- 5 analysts have testified this year
- All have been monitored by a technical expert



Detailed Data



Quality Division Notifications

Incidents, Corrective and Preventive Actions

Monday, February 10, 2020

11:01:56 AM

Page 1 of 3

	Quality Notified	Summary of Notification	Comments
Biology			
2020-001 CAR	1/2/2020	The incorrect reagent may have been used during an extraction procedure. Because it cannot be determined with certainty if the correct reagent was used, the results for the affected samples will not be reported. The affected samples will be re-portioned and re-extracted if there is sufficient sample remaining. Otherwise re-portioning and re-extraction will require permission to consume.	
2020-004 Pending	1/23/2020	Two quantification plates were mistakenly switched causing each to be loaded on the instrument that was set-up with the other's input file.	
2020-008 IR	1/21/2020	A sample tube got caught on an analyst's lab coat sleeve during an extraction procedure. This caused a portion of the sample to spill from the tube and the resulting volume of that sample to be less than the normal output of the extraction procedure.	
2020-010 CAR	1/31/2020	A staff member examined the complaint's known reference sample prior to the evidence in a Forensic Biology case. While all the items were contained in the same sexual assault kit, the order in which the items were examined is a violation of the Forensic Biology section SOP.	
2020-014 IR	1/31/2020	A Forensic Biology analyst accidentally dropped one evidence swab on the floor when she was trying to remove it from the swab drying box.	
Client Services/Case Management			

HFSC's Quality Division investigates nonconforming work and helps develop solutions in compliance with accreditation and legal standards. With regard to the items listed above, the Division has not detected any use of inaccurate results in a criminal proceeding.

Quality Division Notifications

Incidents, Corrective and Preventive Actions

Monday, February 10, 2020

11:02:24 AM

Page 2 of 3

	Quality Notified	Summary of Notification	Comments
2020-006 IR	1/13/2020	There was an inconsistency in spelling of an individual's name in a Toxicology case. This inconsistency should have resulted in the evidence being rejected for analysis by the Client Services/Case Management (CS/CM) staff member who accessioned the evidence.	
Crime Scene			
2020-002 CAR	1/29/2020	A loaded firearm was processed by a Latent Print analyst prior to the firearm being transferred to the Firearms section. The Firearm analyst observed that the firearm was loaded and rendered it safe.	
Firearms			
2020-003 IR	1/13/2020	A Firearms section digital force gauge (also referred to as a trigger pull gauge) did not undergo its required annual calibration.	
2020-005 IR	1/14/2020	The Firearms section received two cases in which evidence was not sealed properly. While there was no violation of the Quality Manual, the section's SOP requires the seals to be remediated prior to processing and that remediation did not occur.	
2020-009 CAR	1/28/2020	Two Firearms reports require amendment to include language that a firearm did not function as expected when test fired using 380 auto cartridges.	
Latent Prints			
2020-007 IR	1/1/2020 *	A Latent Print report requires amendment. After consultation with the technical reviewer one suitability conclusion was revised in the case notes however the drafted report conclusion was never updated. Additional analysis has also been performed in accordance with the section's SOP.	*notification submitted in December 2019 but not assigned a quality tracking number until January 2020

HFSC's Quality Division investigates nonconforming work and helps develop solutions in compliance with accreditation and legal standards. With regard to the items listed above, the Division has not detected any use of inaccurate results in a criminal proceeding.

Quality Division Notifications

Incidents, Corrective and Preventive Actions

Monday, February 10, 2020

11:02:45 AM

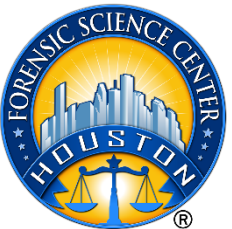
Page 3 of 3

Quality Notified	Summary of Notification	Comments
Management		
2020-012 IR	1/31/2020	Amended reports were issued by the Crime Scene Unit, Client Services/Case Management and the Forensic Biology, Latent Prints and Firearms sections that did not have a statement regarding the location of the performance of the laboratory activities. As a result of HFSC's relocation all report headers, which include the laboratory address, were updated but amended reports also have to include the laboratory's previous address if laboratory activities occurred there.
Toxicology		
2020-011 IR	1/24/2020	Temperature-sensitive blood tube evidence items were received from an outsource laboratory without cold packs. Cold packs should have been included in the shipment to ensure proper temperature conditions. These items were received after the outsource laboratory had concluded the requested drug confirmatory analysis. Because only one blood tube from each case is outsourced for confirmatory analysis at a time, the other blood tubes associated with each case are maintained in the section under proper storage conditions.

HFSC's Quality Division investigates nonconforming work and helps develop solutions in compliance with accreditation and legal standards. With regard to the items listed above, the Division has not detected any use of inaccurate results in a criminal proceeding.

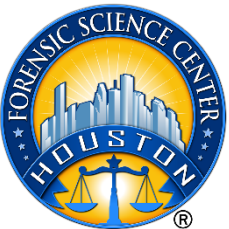
Crime Scene and Multimedia

February 14, 2020



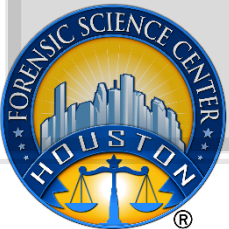
Crime Scene Unit

- Two new supervisors start in February
- Drone deployment is underway
 - FAA pilot licensing complete
 - Reviewing and writing standard operating procedures
 - Reviewing laws to ensure compliance



Infotainment: HFSC's new service

- Multimedia is now able to retrieve data from vehicle “infotainment” systems
- Information can be crucial to investigations
- Information that can be retrieved at the vehicle examination bay (VEB) includes:
 - **VEHICLE EVENTS:** door opens, gear shifts, odometer reads, ignition cycles, speed logs
 - **LOCATION DATA:** navigation information, track logs, saved locations, active routes, previous destinations
 - **CONNECTED DEVICES:** devices that have been connected via USB, Bluetooth or wireless, such as phones



Detail data



Key for Dashboard Section Pages

Center of ring=total pending cases
Ring=breakdown of age for all pending cases

Report type

Service: Seized Drugs Examination
Priority Type: All

Pending work

of Unassi...
28✓
Goal: 100 (+72%)

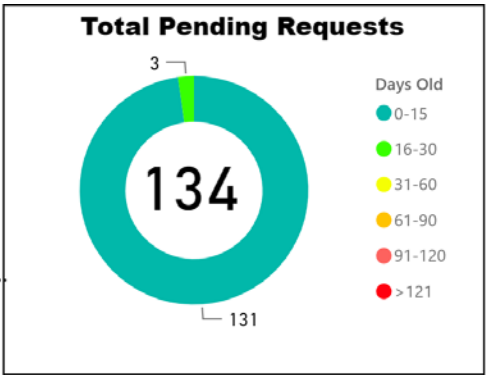
Pending Draft
24✓
Goal: 100 (+76%)

Pending Tech
55!
Goal: 50 (-10%)

Pending Admin
27✓
Goal: 50 (+46%)

Goal= Threshold for the max # of requests in each bucket

- 0 Justice Trax Past Critical Age
- NaN Avg Age of Requests >30 D...
- 24 Age-Oldest Unassigned
- 15 Age-Oldest Pending Draft
- 21 Age-Oldest Pending Tech
- 15 Age-Oldest Pending Admin



Overall TAT (Month to Date)

9.1✓
Goal: 14, 15

Overall TAT (Past 90 Days)

8.8✓
Goal: 14, 15

TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)



Pending quality reports

Open Quality Reports		
Qualtrax ID	Workflow #	Age
48504		26
48533		26
48621		24
49147	2019-056	17

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

9✓
Goal: 30, 31

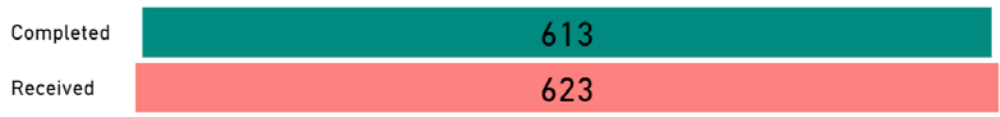
Avg Age of Open Reports*

17

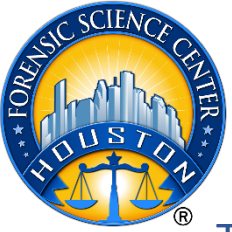
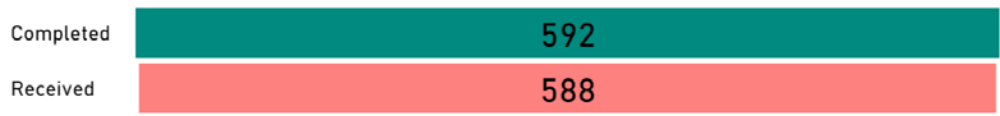
Average time to close quality reports

Quality Filter: Controlled Substances

Month to Date



30 Day Avg (Over Past 90 Days)



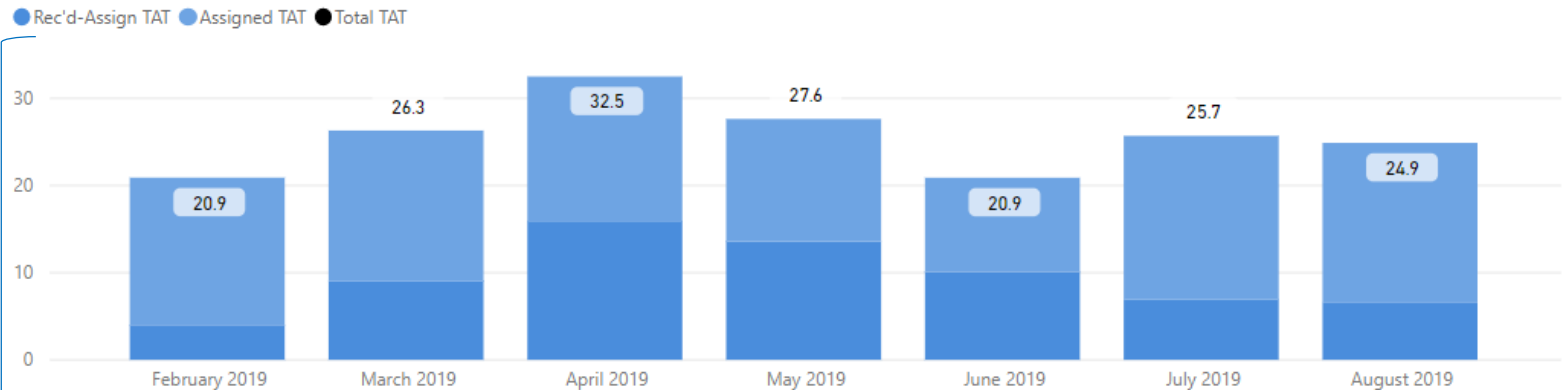
Key for Dashboard Historical Pages 1/2

Date Range

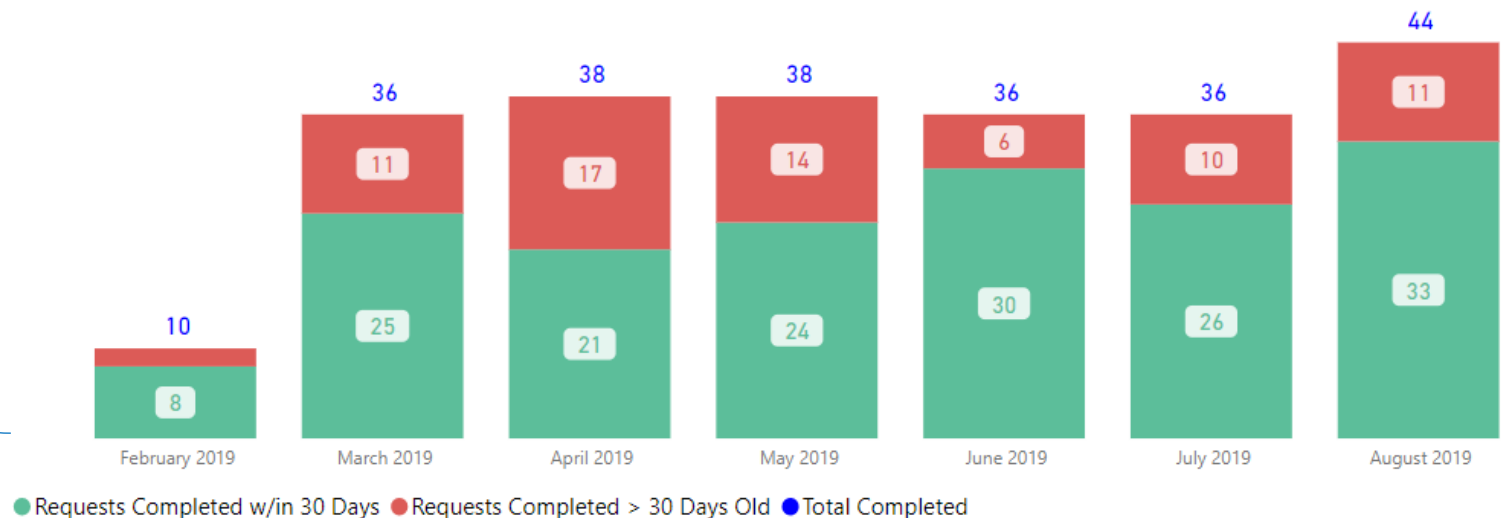
8/1/2018

8/31/2019

Total TAT by Month



Requests Completed



Type of testing

Request Type

Firearms Examination

Priority Type

All

Report type

Selected Time Frame Averages

26.11

Total TAT (Rec'd-Compl.) Avg

16.08

Assigned TAT (Asgmt.-Compl.) Avg

Overall average
for the selected
date range

Received to Complete

238

Requests Completed

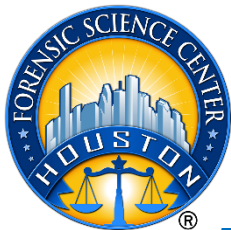
71

Requests Completed > 30 Days Old

29.83 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



TAT= Turnaround Time

Key for Dashboard Historical Pages 2/2

Type of testing

Service

Priority Type

Seized Drugs Examination

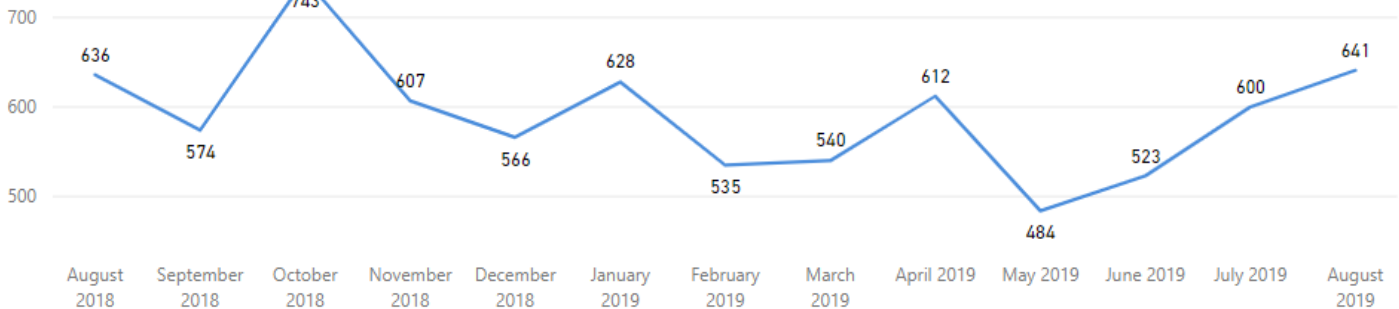
All

Report type

Received Filter

8/1/2018 8/31/2019

Received by Month



Total Received

7,689

Received per Month (Avg)*

591

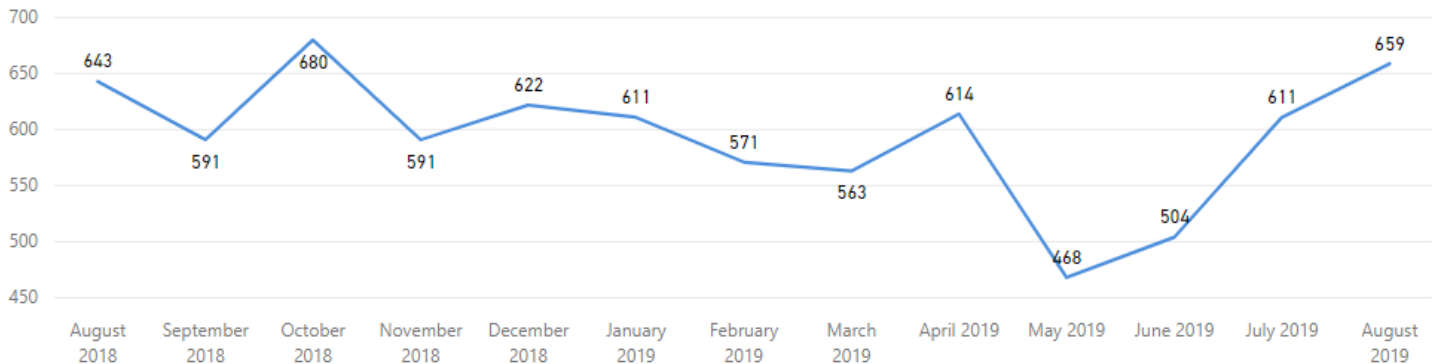
Overall average for the selected date range

Data broken down by month

Completed Filter

8/1/2018 8/31/2019

Completed by Month



Total Completed

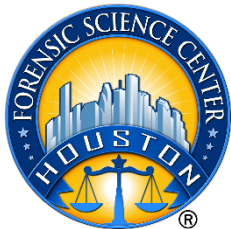
7,728

Completed per Month (Avg)*

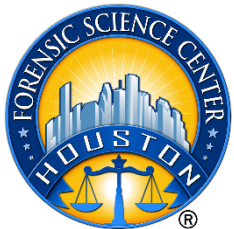
594

Overall average for the selected date range

* months with zero activity are not calculated into the average



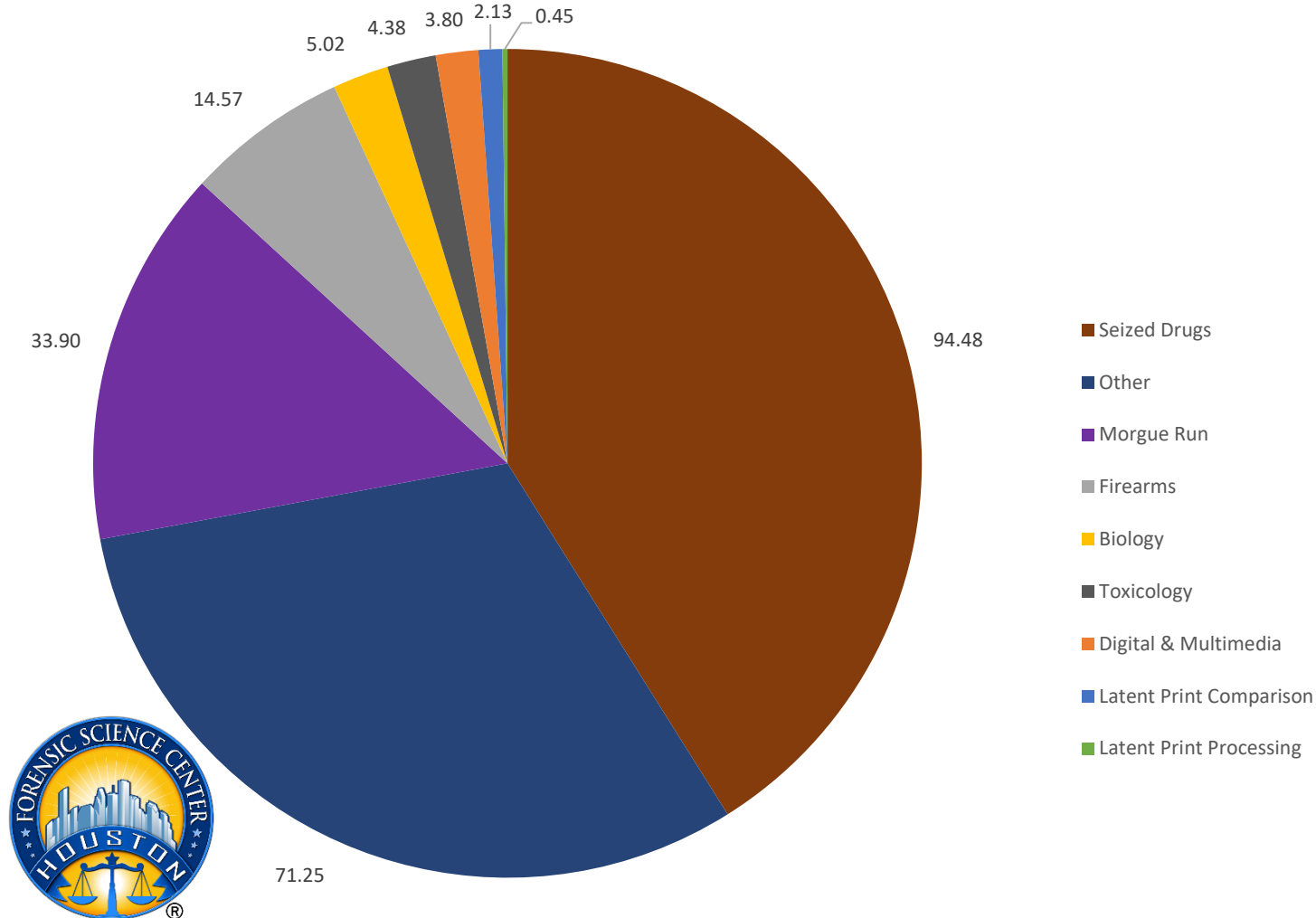
Client Services and Case Management (CS/CM)



CS/CM – January

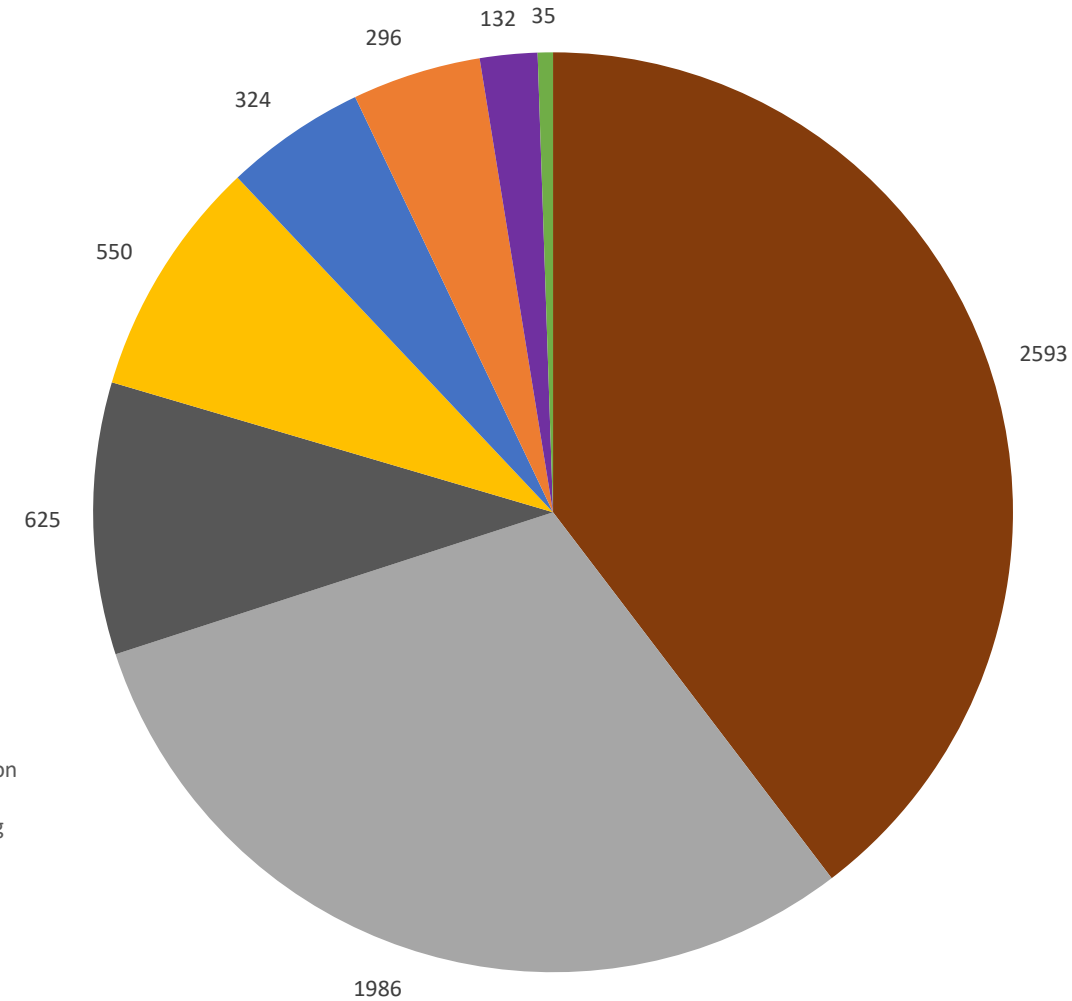
Total Time by Section (Hours)

See Time Categories by Section slide for breakdown

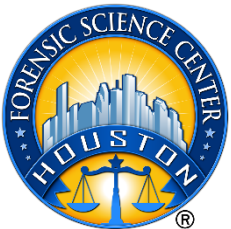
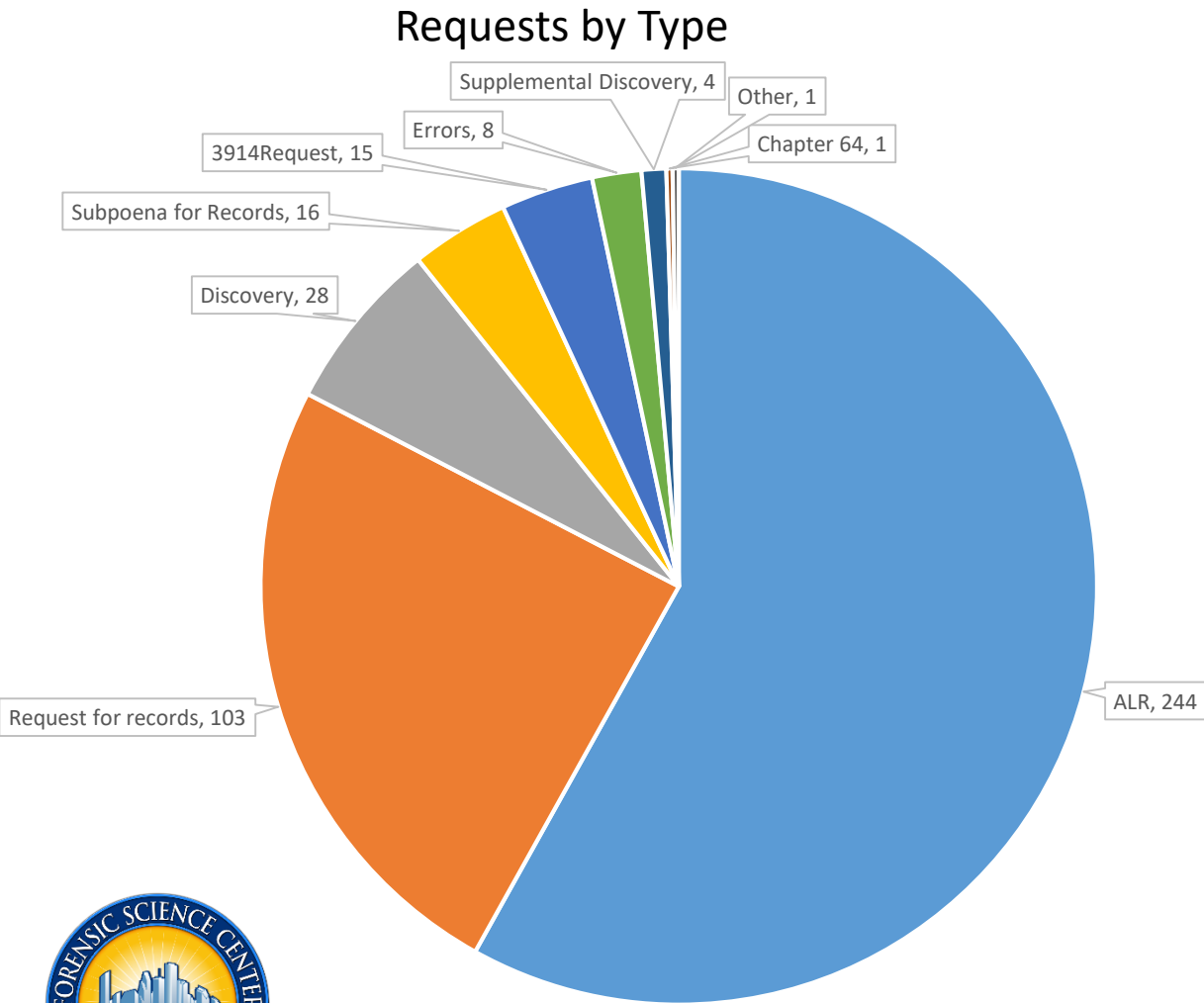


Evidence Handling

Total Items by Section

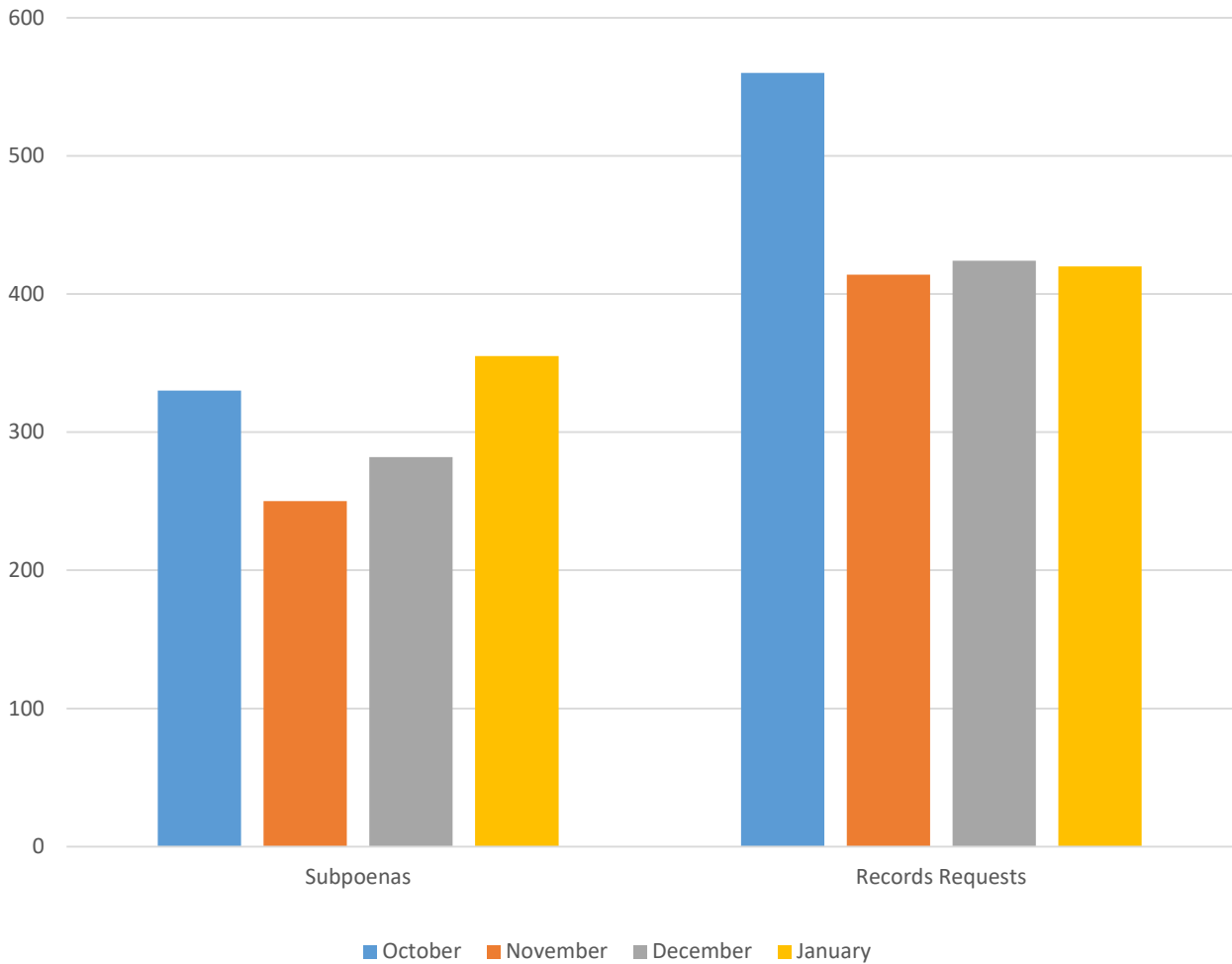


CS/CM – January



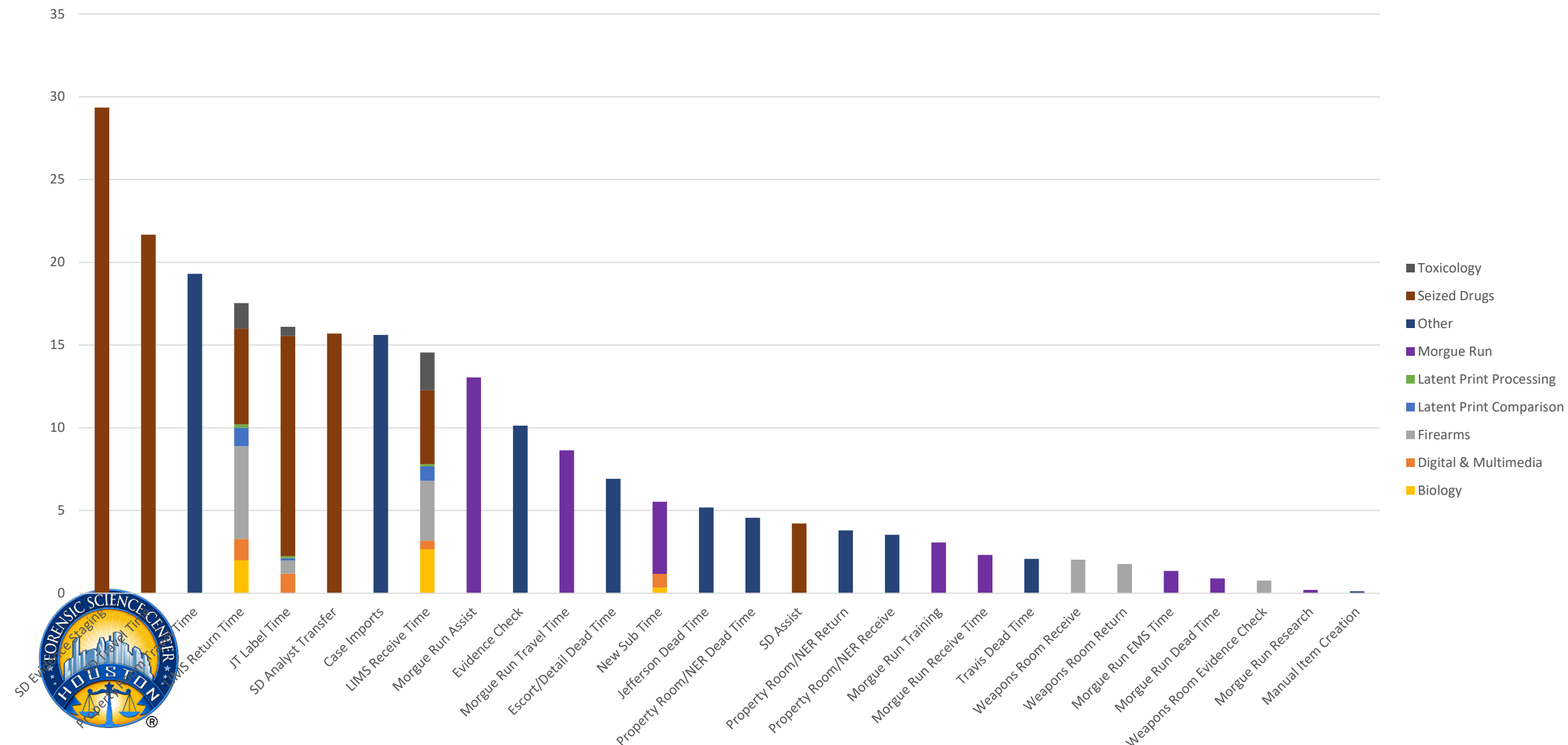
Administrative

Subpoenas & Record Requests



Time Categories - January

Evidence Handling



Service: CSCM Tox Accession

Priority Type: All

of Unassigned

3✓

Goal: 150 (+98%)

Pending Draft

3✓

Goal: 3 (+0%)

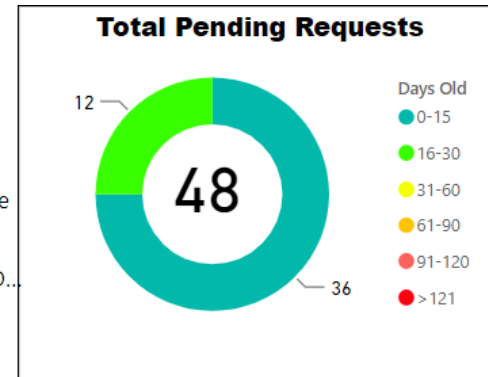
Pending Admin

42✓

Goal: 60 (+30%)

Goal= Threshold for the max # of requests in each bucket

- 0 Justice Trax Past Critical Age
- NaN Avg Age of Requests >30 D...
- 11 Age-Oldest Unassigned
- 18 Age-Oldest Pending Draft
- 19 Age-Oldest Pending Tech
- 0 Age-Oldest Pending Admin



Overall TAT (Month to Date)

NaN✓

Goal: 5, 10

Overall TAT (Past 90 Days)

5.7.

Goal: 5, 10

TAT by Phase of Work (MTD)

● JT-Assign TAT MTD ● JT-Draft TAT MTD ● CSCM-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)

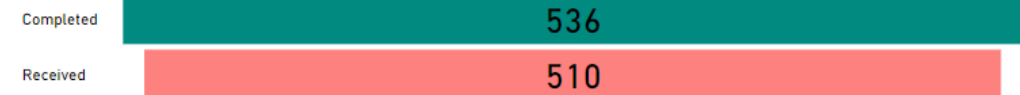


Month to Date

Completed

Received

30 Day Avg (Over Past 90 Days)



Open Quality Reports

Qualtrax ID	Workflow #	Age
56623	2020-006	13
56950		7
56959		7
57237		5
57239	2020-011	5

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

14✓

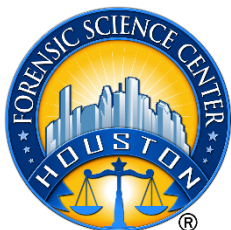
Goal: 30, 31

Avg Age of Open Reports*

9

Quality Filter

Client Services/Case Manag...



For monthly totals refer to historical data on slides 15 and 16

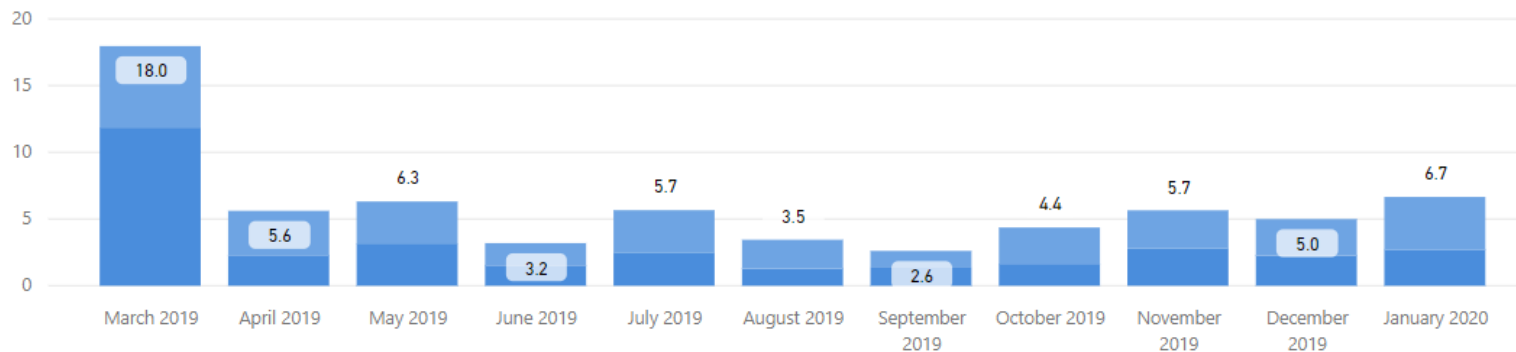
Date Range

3/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

CSCM Tox Accession

Priority Type

All

Selected Time Frame Averages

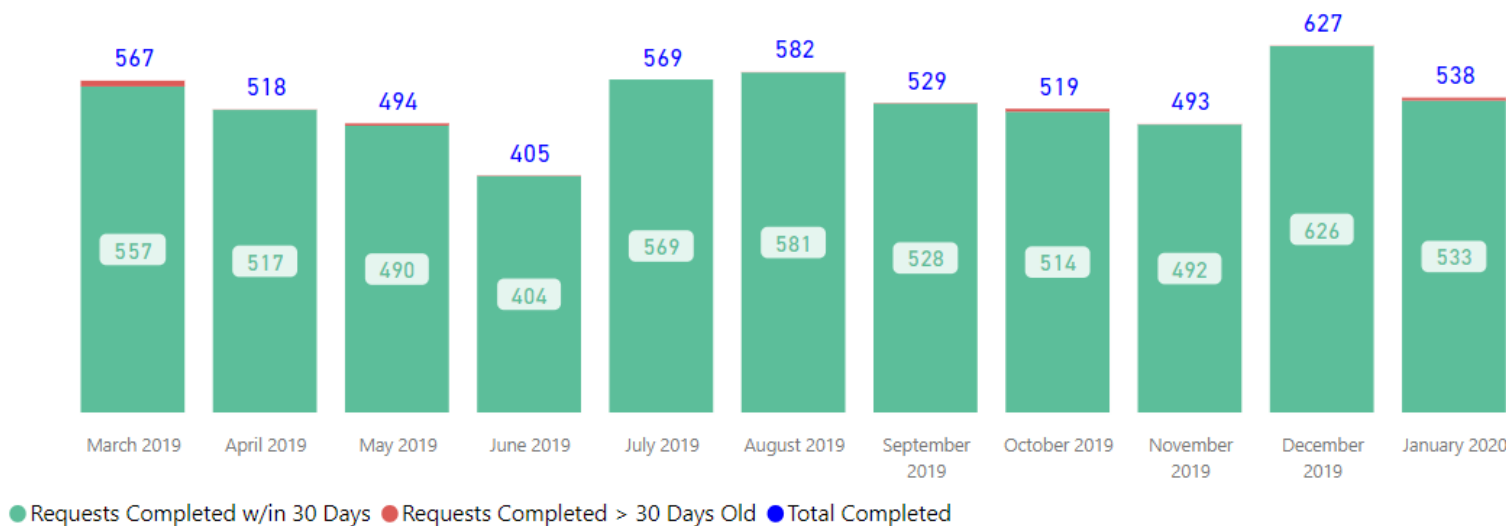
6.14

Total TAT (Rec'd-Compl.) Avg

3.05

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

5841

Requests Completed

30

Requests Completed > 30 Days Old

0.51 %

% Completed > 30 Days Old

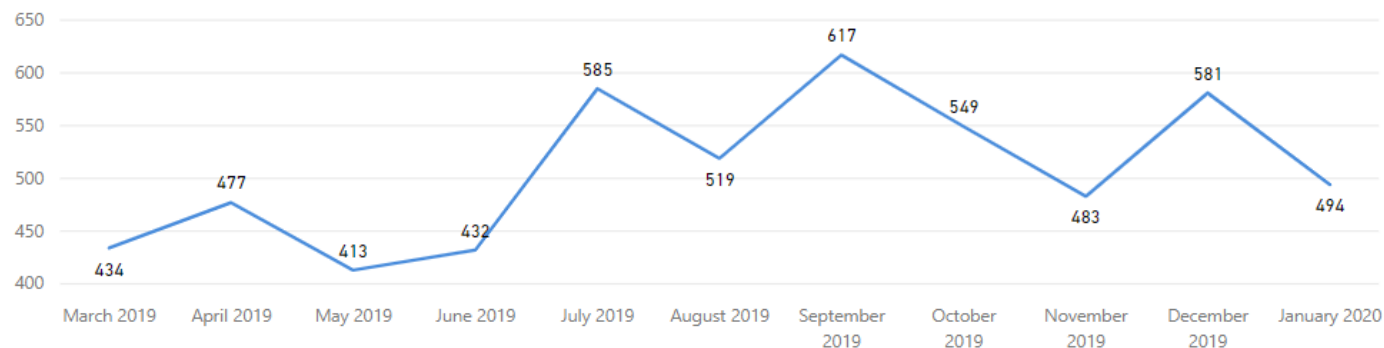
Requests more than 30 days old are considered to be backlogged requests



Service Priority Type

Received Filter

Received by Month



Total Received

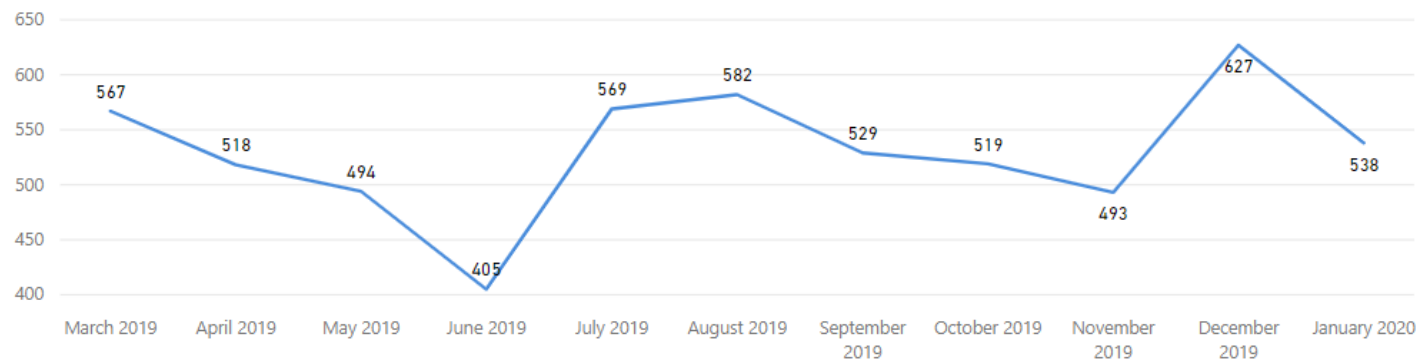
5,584

Received per Month (Avg)*

508

Completed Filter

Completed by Month



Total Completed

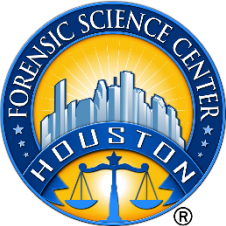
5,841

Completed per Month (Avg)*

531

*** months with zero activity are not calculated into the average**





Service

CSCM Tox Rejection

Priority Type

All

of Unassigned

0✓

Goal: 3 (+100%)

Pending Draft

0✓

Goal: 5 (+100%)

Pending Admin

0✓

Goal: 10 (+100%)

Goal= Threshold for the max # of requests in each bucket

0

Justice Trax Past Critical Age

NaN

Avg Age of Requests > 30 D...

0

Age-Oldest Unassigned

0

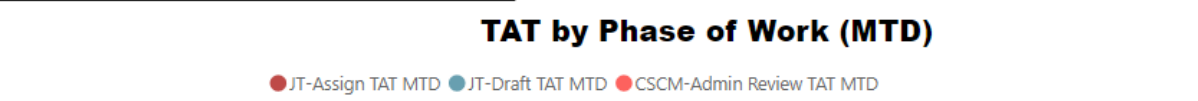
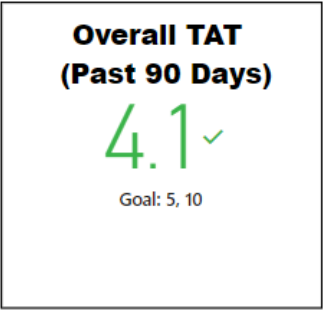
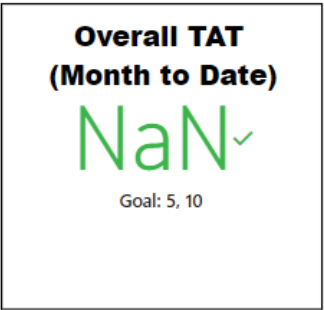
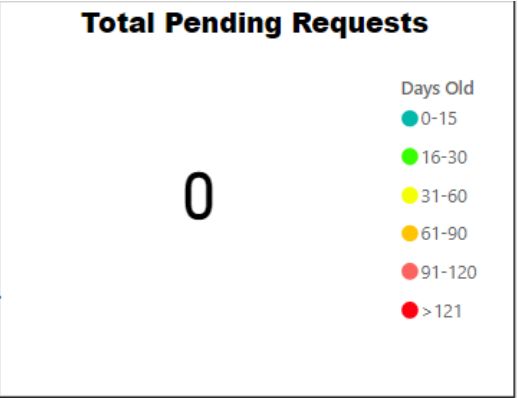
Age-Oldest Pending Draft

0

Age-Oldest Pending Tech

0

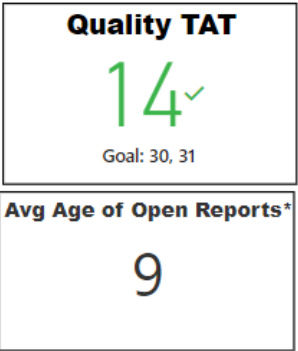
Age-Oldest Pending Admin



Open Quality Reports

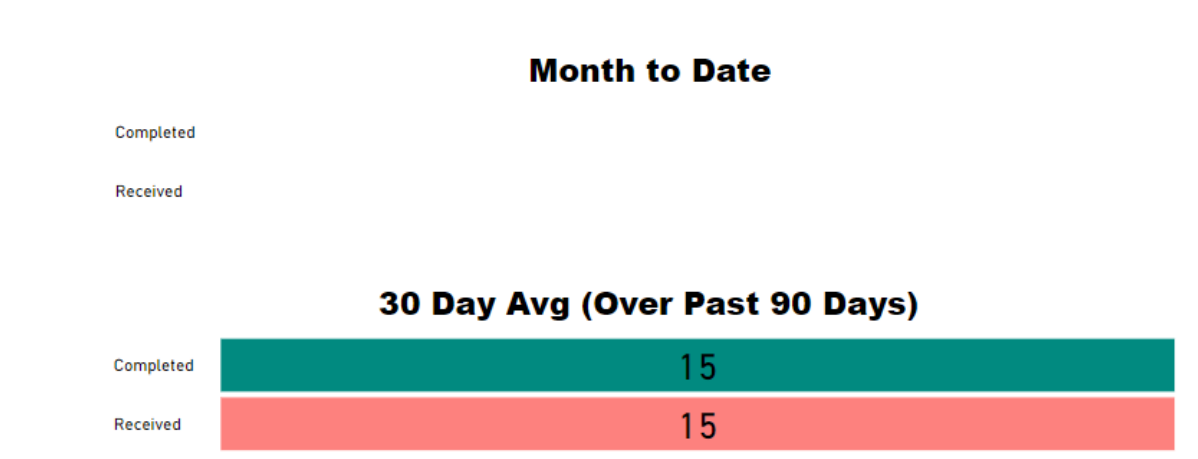
Qualtrax ID	Workflow #	Age
56623	2020-006	13
56950		7
56959		7
57237		5
57239	2020-011	5

*Reports without a Workflow Id# are not included in the Avg Age



Quality Filter

Client Services/Case Manag... ▾



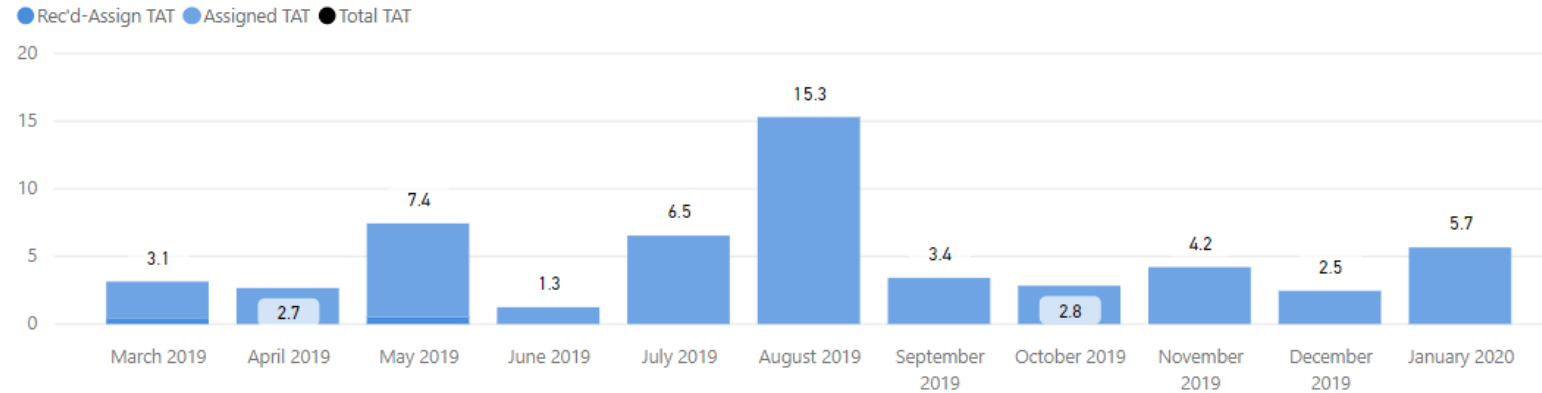
For monthly totals refer to historical data on slides 19 and 20

Date Range

3/1/2019

1/31/2020

Total TAT by Month



Request Type

CSCM Tox Rejection

Priority Type

All

Selected Time Frame Averages

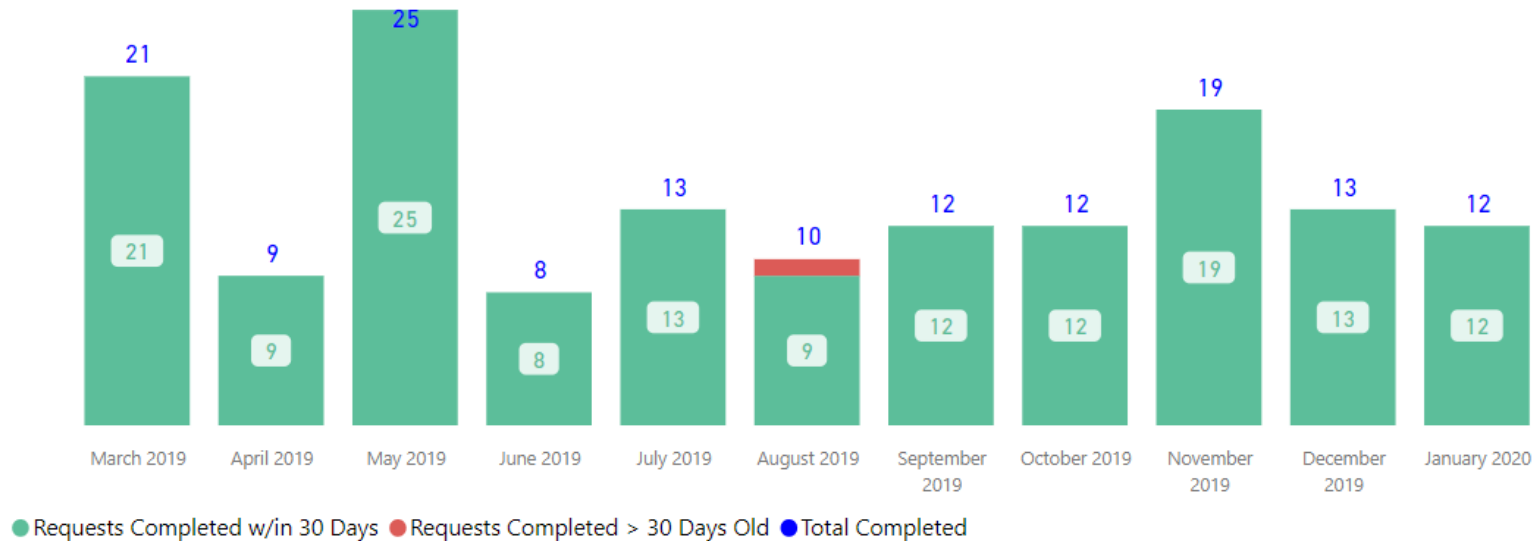
5.06

Total TAT (Rec'd-Compl.) Avg

4.92

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

154

Requests Completed

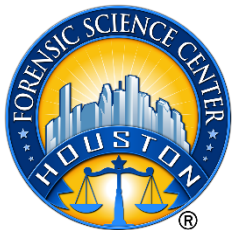
1

Requests Completed > 30 Days Old

0.65 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

CSCM Tox Rejection

Priority Type

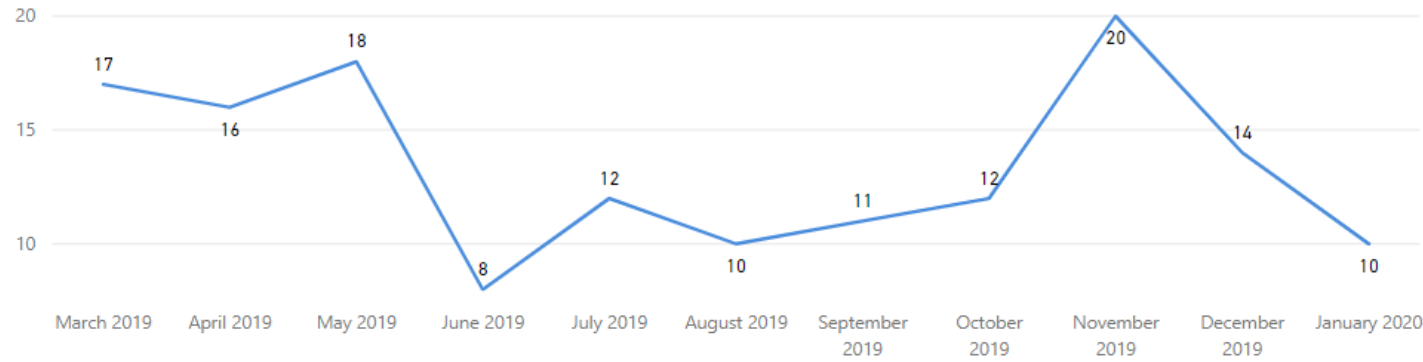
All

Received Filter

3/1/2019

1/31/2020

Received by Month



Total Received

148

Received per Month (Avg)*

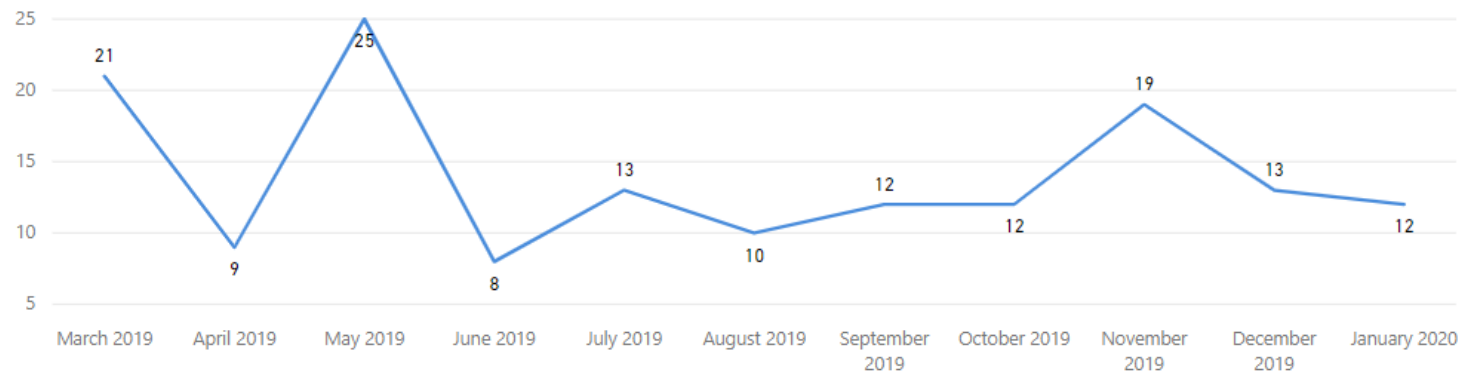
13

Completed Filter

3/1/2019

1/31/2020

Completed by Month



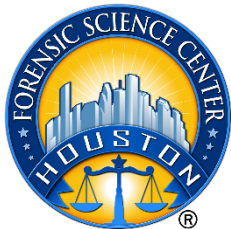
Total Completed

154

Completed per Month (Avg)*

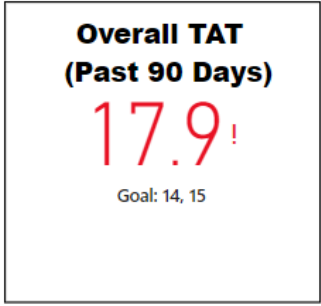
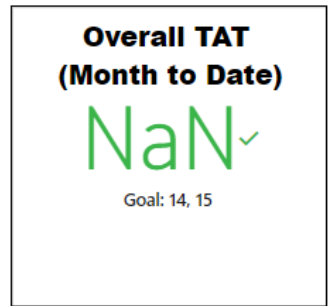
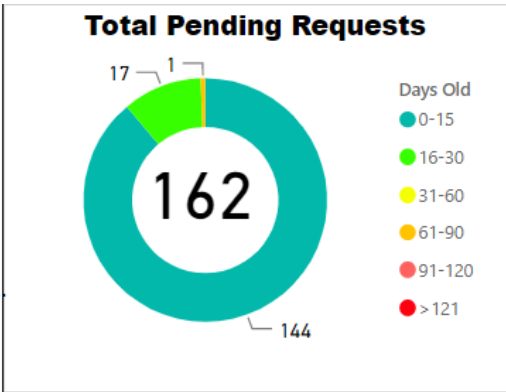
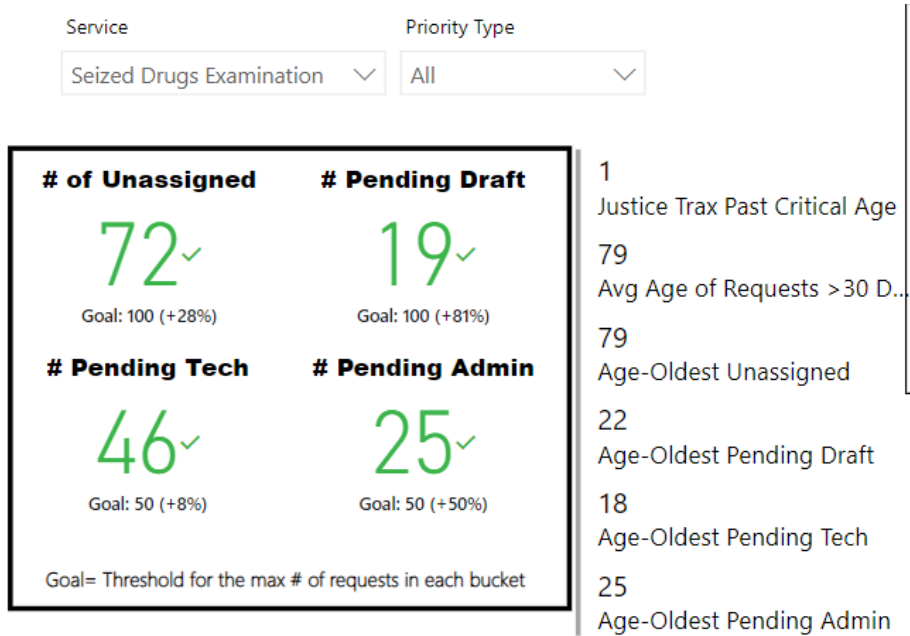
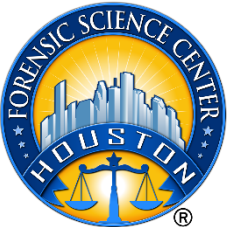
14

* months with zero activity are not calculated into the average



Seized Drugs





TAT by Phase of Work (MTD)

● JT-Assign TAT MTD ● JT-Draft TAT MTD ● JT-Tech Review TAT MTD ● JT-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)



Month to Date

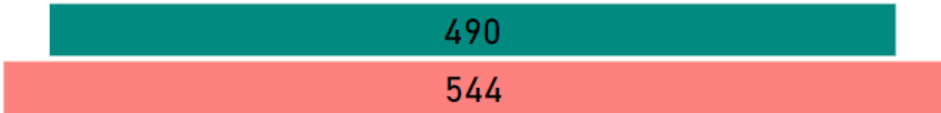
Completed

Received

30 Day Avg (Over Past 90 Days)

Completed

Received

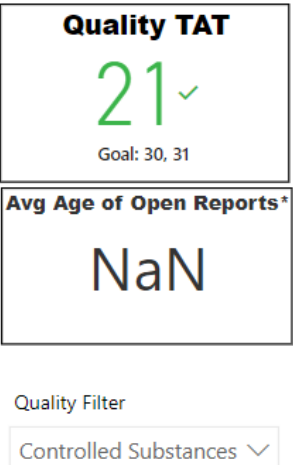


For monthly totals refer to historical data on slides 23 and 24

Open Quality Reports

Qualtrax ID	Workflow #	Age
-------------	------------	-----

*Reports without a Workflow Id# are not included in the Avg Age



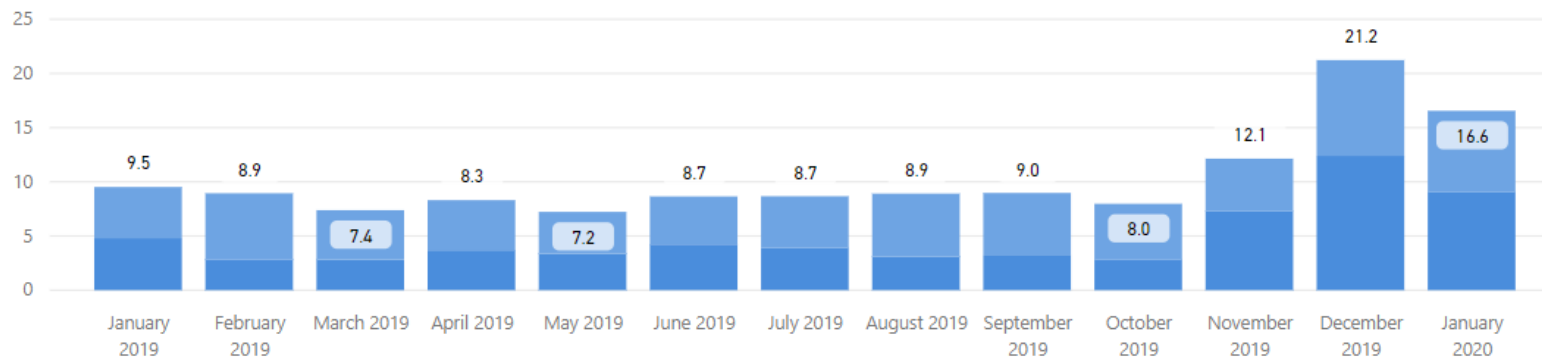
Date Range

1/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

Seized Drugs Examination

Priority Type

All

Selected Time Frame Averages

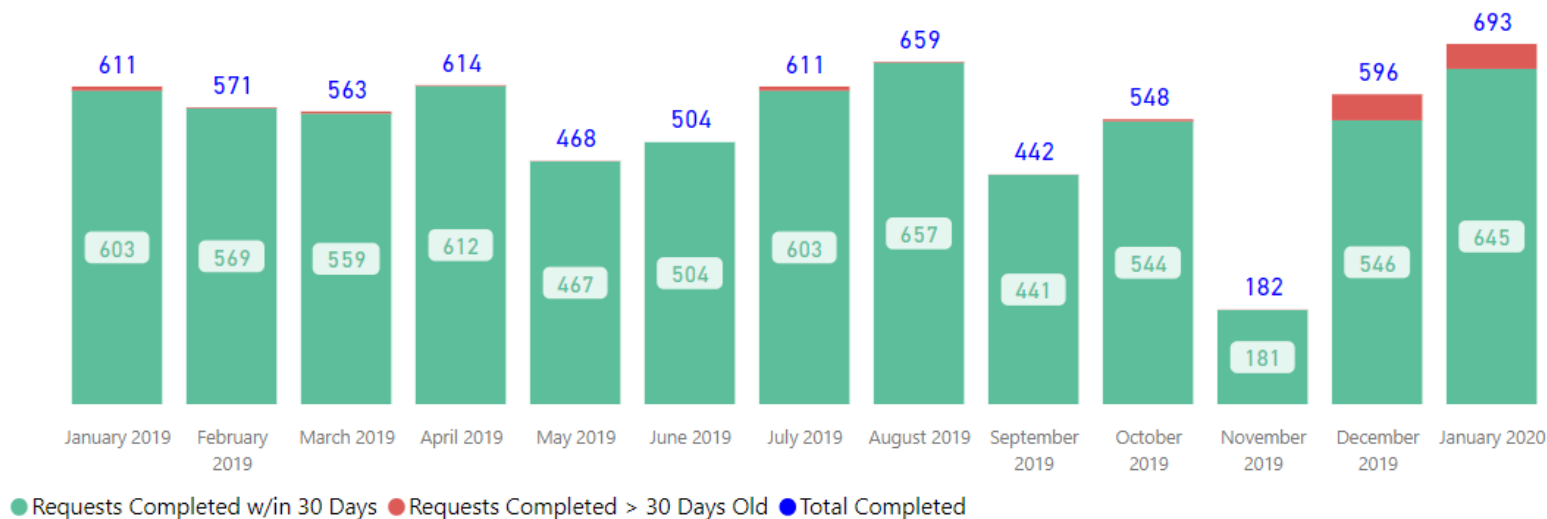
10.45

Total TAT (Rec'd-Compl.) Avg

5.56

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

7062

Requests Completed

131

Requests Completed > 30 Days Old

1.85 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests

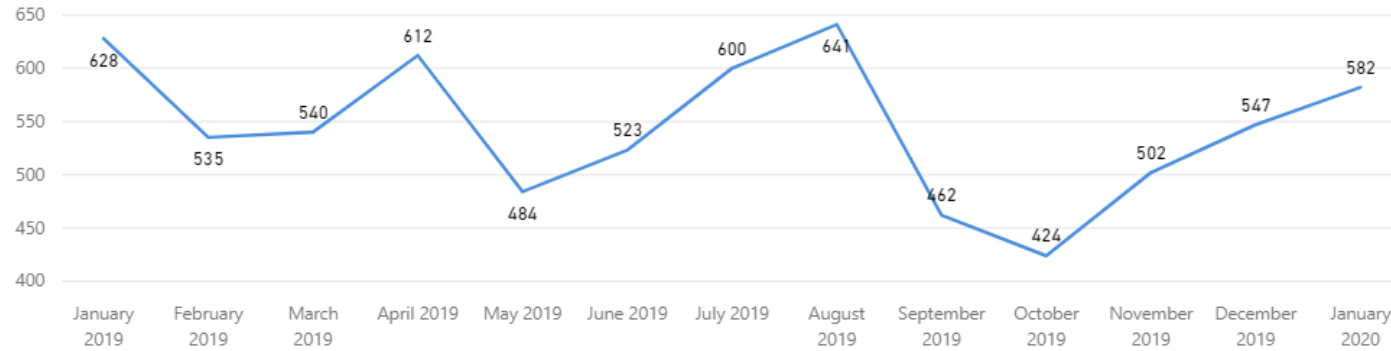


Service Priority Type



Received Filter

Received by Month



Total Received

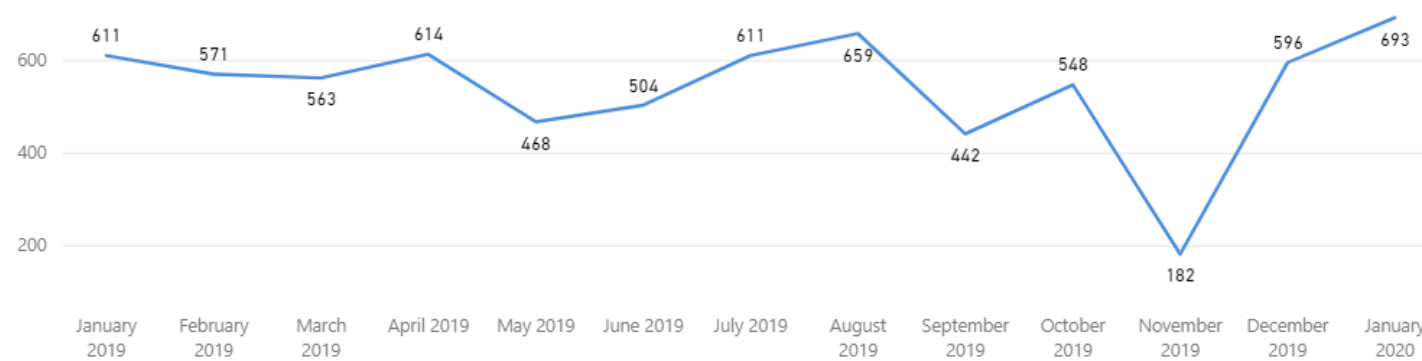
7,080

Received per Month (Avg)*

545

Completed Filter

Completed by Month



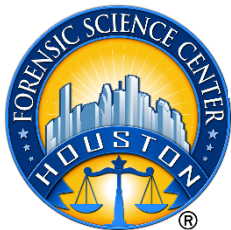
Total Completed

7,062

Completed per Month (Avg)*

543

*** months with zero activity are not calculated into the average**



Toxicology



Service

Blood Alcohol

Priority Type

All

of Unassigned

1801!

Goal: 50 (-3502%)

Pending Draft

167!

Goal: 120 (-39.17%)

Pending Tech

46✓

Goal: 90 (+48.89%)

Pending Admin

31✓

Goal: 90 (+65.56%)

Goal= Threshold for the max # of requests in each bucket

1570

Justice Trax Past Critical Age

79

Avg Age of Requests > 30 D...

111

Age-Oldest Unassigned

124

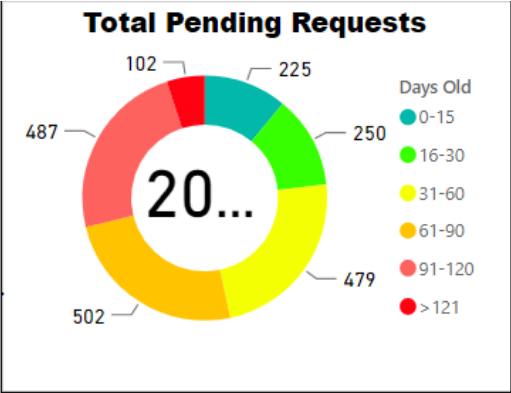
Age-Oldest Pending Draft

128

Age-Oldest Pending Tech

122

Age-Oldest Pending Admin



Overall TAT (Month to Date)

NaN✓

Goal: 30, 31

Overall TAT (Past 90 Days)

102.2!

Goal: 30, 31



Open Quality Reports

Qualtrax ID	Workflow #	Age
56708	Tox - address footer amendment	11

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

27✓

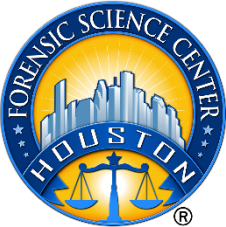
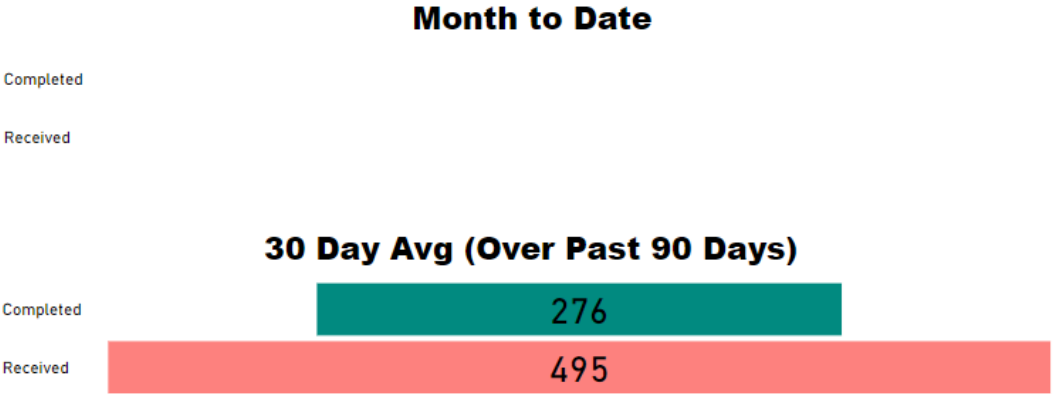
Goal: 30, 31

Avg Age of Open Reports*

11

Quality Filter

Toxicology



For monthly totals refer to historical data on slides 27 and 28

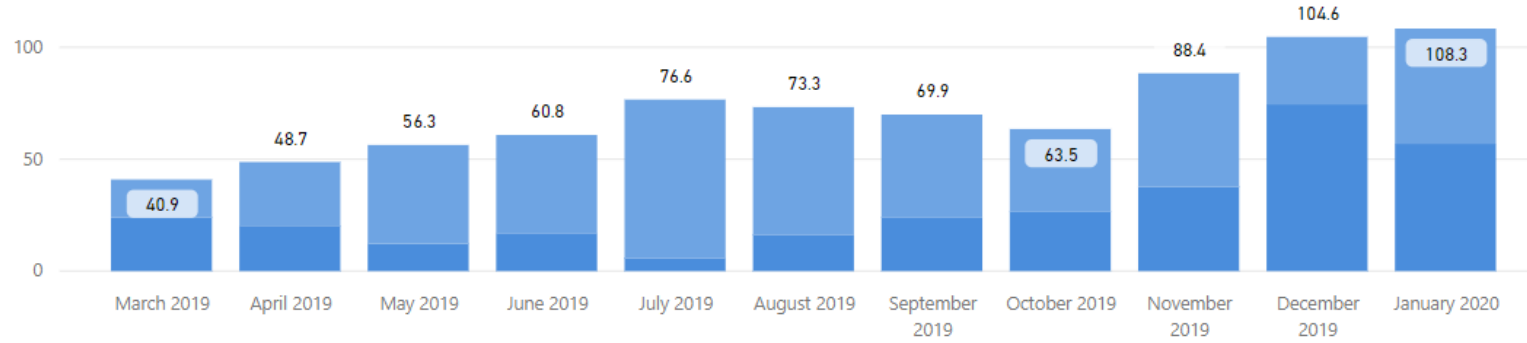
Date Range

3/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

Blood Alcohol

Priority Type

All

Selected Time Frame Averages

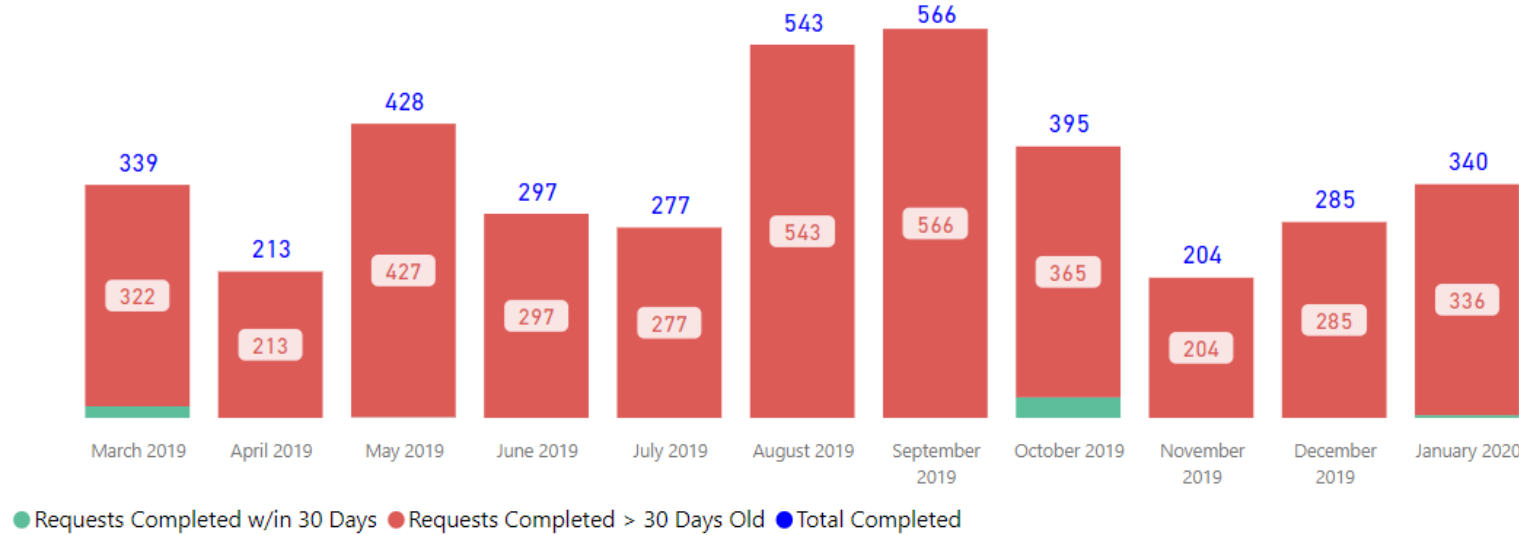
71.20

Total TAT (Rec'd-Compl.) Avg

44.07

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



● Requests Completed w/in 30 Days ● Requests Completed > 30 Days Old ● Total Completed

Received to Complete

3887

Requests Completed

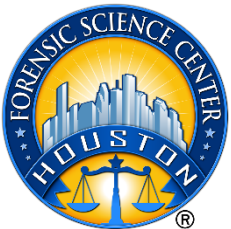
3835

Requests Completed > 30 Days Old

98.66 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests

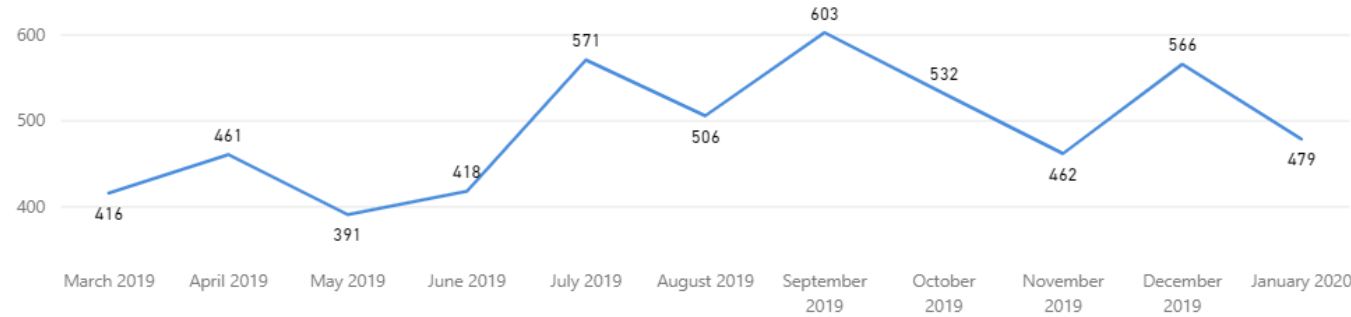


Service Priority Type



Received Filter

Received by Month



Total Received

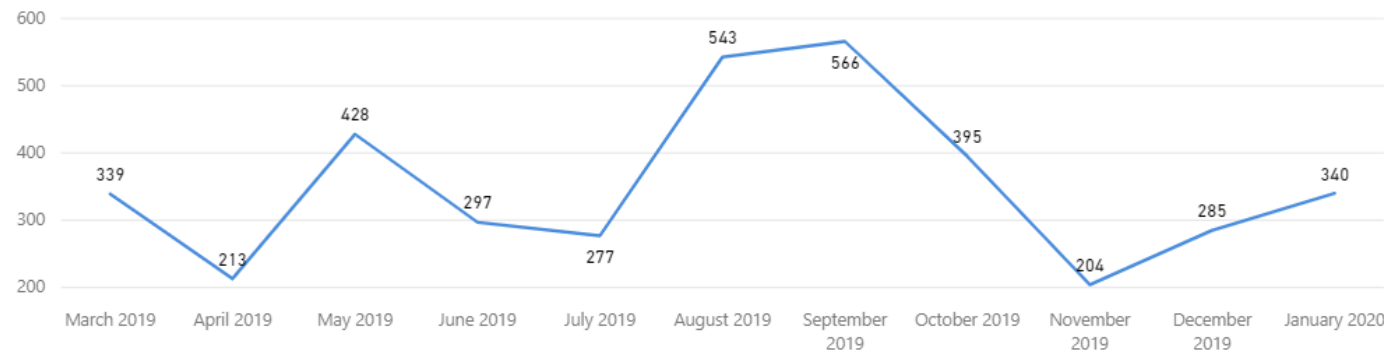
5,405

Received per Month (Avg)*

491

Completed Filter

Completed by Month



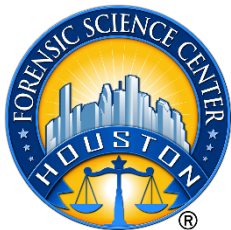
Total Completed

3,887

Completed per Month (Avg)*

353

* months with zero activity are not calculated into the average



Service
Priority Type

Toxicology
All

of Unassigned
544!
Goal: 120 (-353.33%)

Pending Draft
0✓
Goal: 30 (+100%)

Pending Tech
61!
Goal: 30 (-103.33%)

Pending Admin
54!
Goal: 30 (-80%)

Goal= Threshold for the max # of requests in each bucket

525

Justice Trax Past Critical Age

104

Avg Age of Requests >30 D...

177

Age-Oldest Unassigned

0

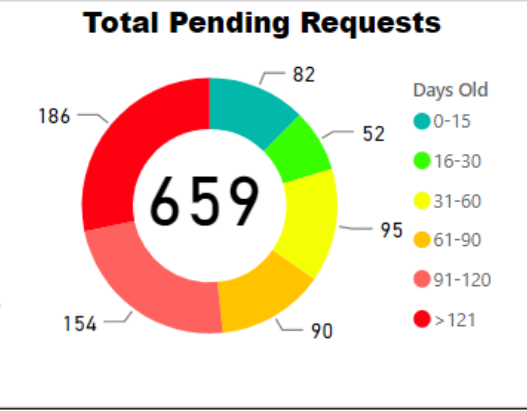
Age-Oldest Pending Draft

191

Age-Oldest Pending Tech

180

Age-Oldest Pending Admin



Overall TAT (Month to Date)
NaN✓
Goal: 90, 91

Overall TAT (Past 90 Days)
137.3!
Goal: 90, 91

TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)



Month to Date

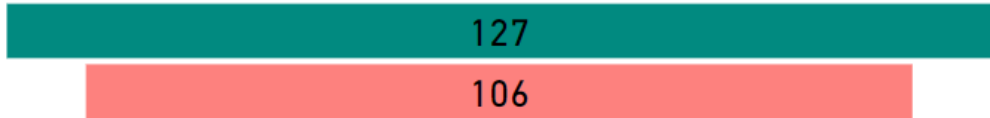
Completed

Received

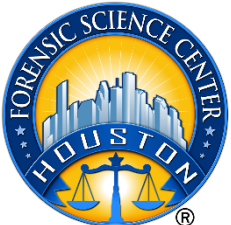
30 Day Avg (Over Past 90 Days)

Completed

Received



For monthly totals refer to historical data on slides 30 and 31



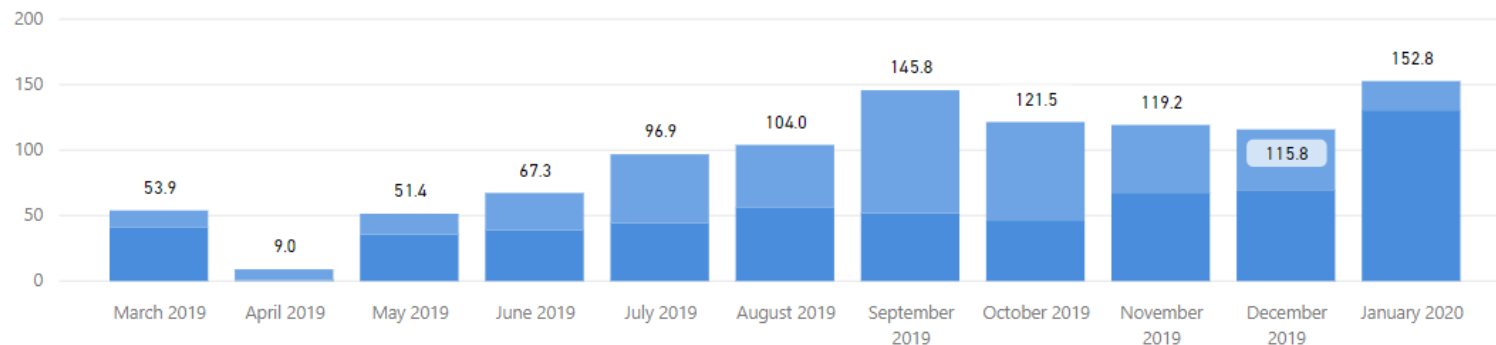
Date Range

3/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

Toxicology

Priority Type

All

Selected Time Frame Averages

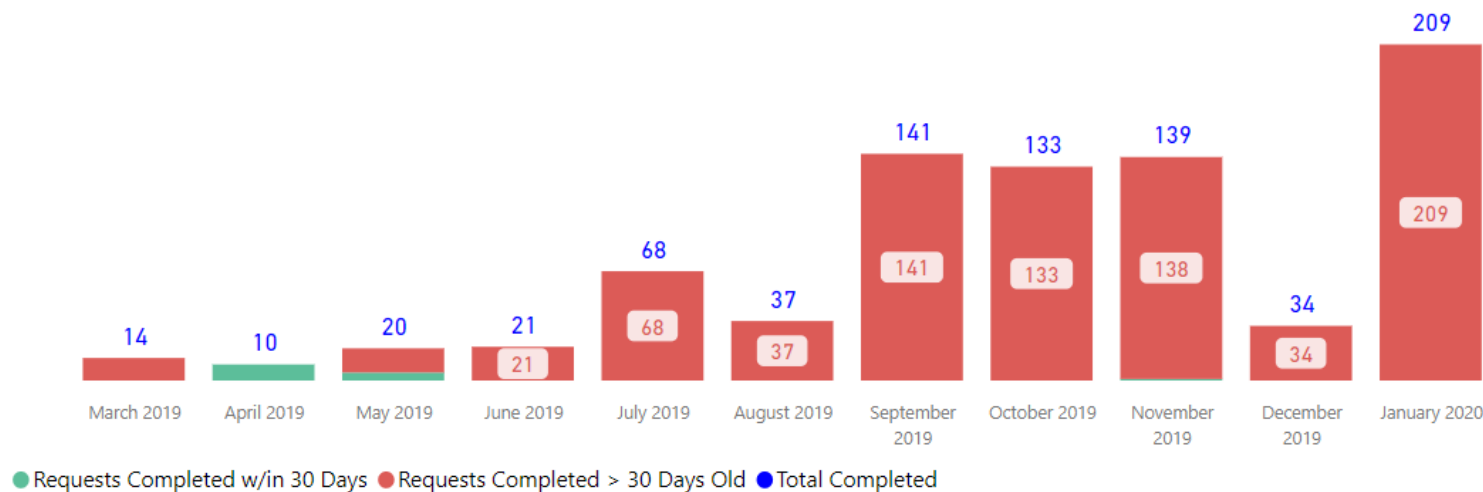
124.54

Total TAT (Rec'd-Compl.) Avg

52.33

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

826

Requests Completed

810

Requests Completed > 30 Days Old

98.06 %

% Completed > 30 Days Old

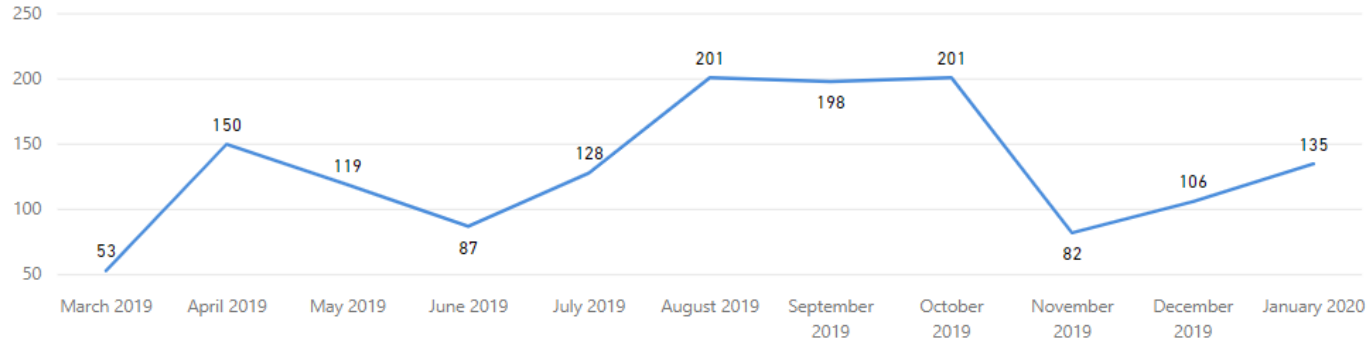
Requests more than 30 days old are considered to be backlogged requests



Service Priority Type

Received Filter

Received by Month



Total Received

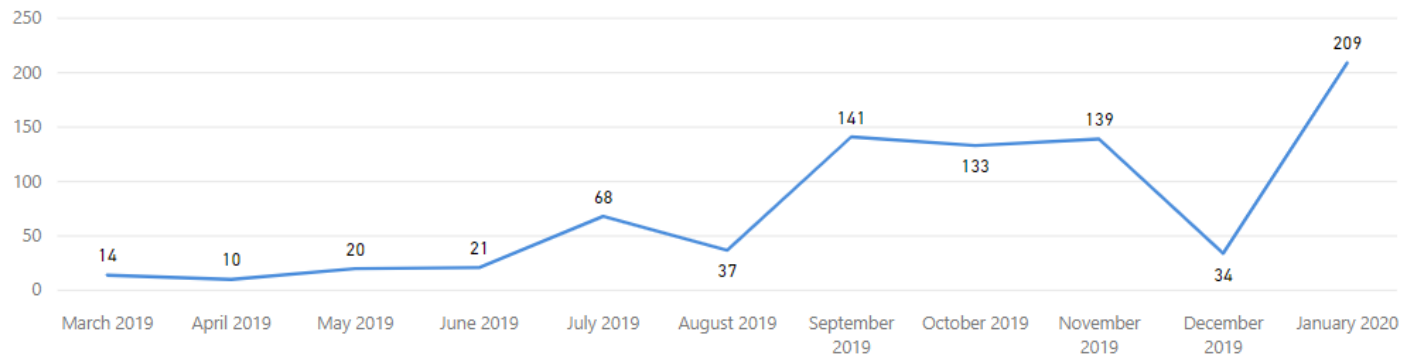
1,460

Received per Month (Avg)*

133

Completed Filter

Completed by Month



Total Completed

826

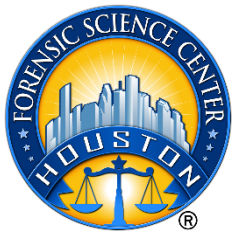
Completed per Month (Avg)*

75

* months with zero activity are not calculated into the average



Firearms



Service

Firearms Examination

Priority Type

All

of Unassigned

22!

Goal: 10 (-120%)

Pending Draft

20!

Goal: 14 (-42.86%)

Pending Tech

6✓

Goal: 9 (+33.33%)

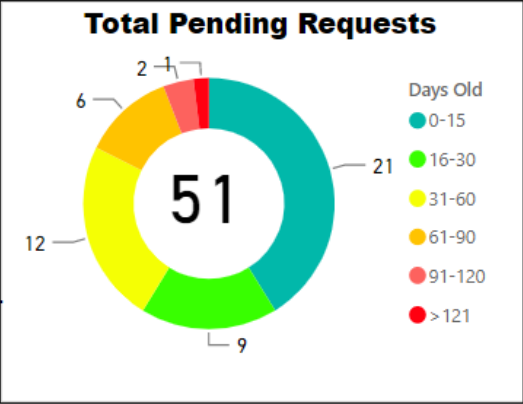
Pending Admin

3✓

Goal: 5 (+40%)

Goal= Threshold for the max # of requests in each bucket

- 21
- Justice Trax Past Critical Age
- 66
- Avg Age of Requests > 30 D..
- 33
- Age-Oldest Unassigned
- 113
- Age-Oldest Pending Draft
- 96
- Age-Oldest Pending Tech
- 201
- Age-Oldest Pending Admin



Overall TAT (Month to Date)

NaN✓

Goal: 40, 41

Overall TAT (Past 90 Days)

39.8✓

Goal: 40, 41

TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)

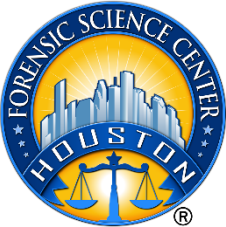
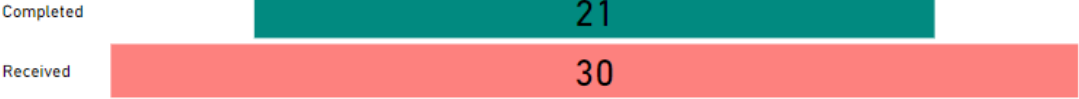


Month to Date

Completed

Received

30 Day Avg (Over Past 90 Days)



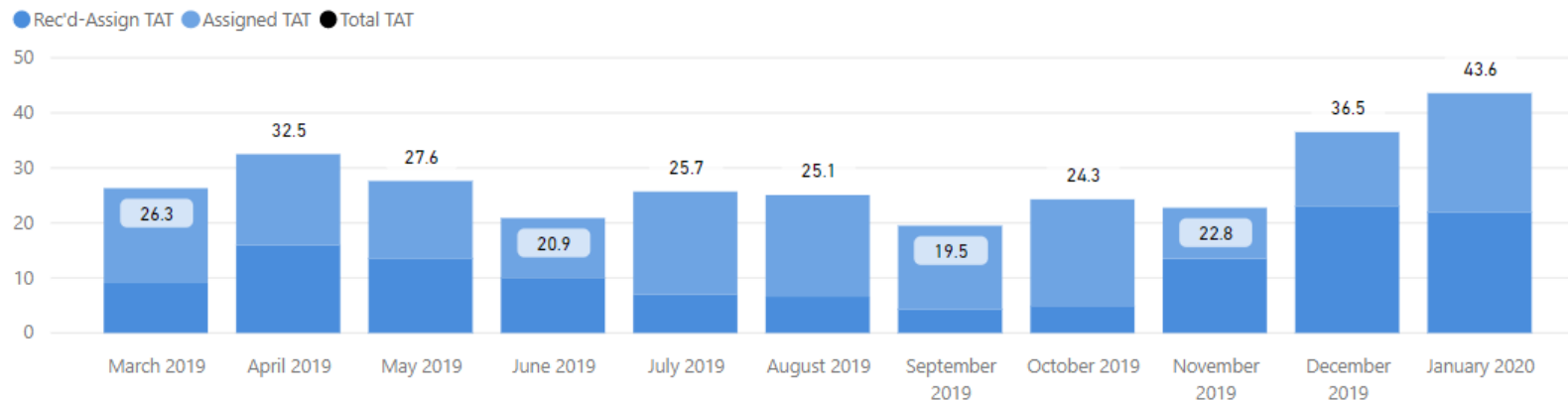
For monthly totals refer to historical data on slides 33 and 34

Date Range

3/1/2019

1/31/2020

Total TAT by Month



Request Type

Firearms Examination

Priority Type

All

Selected Time Frame Averages

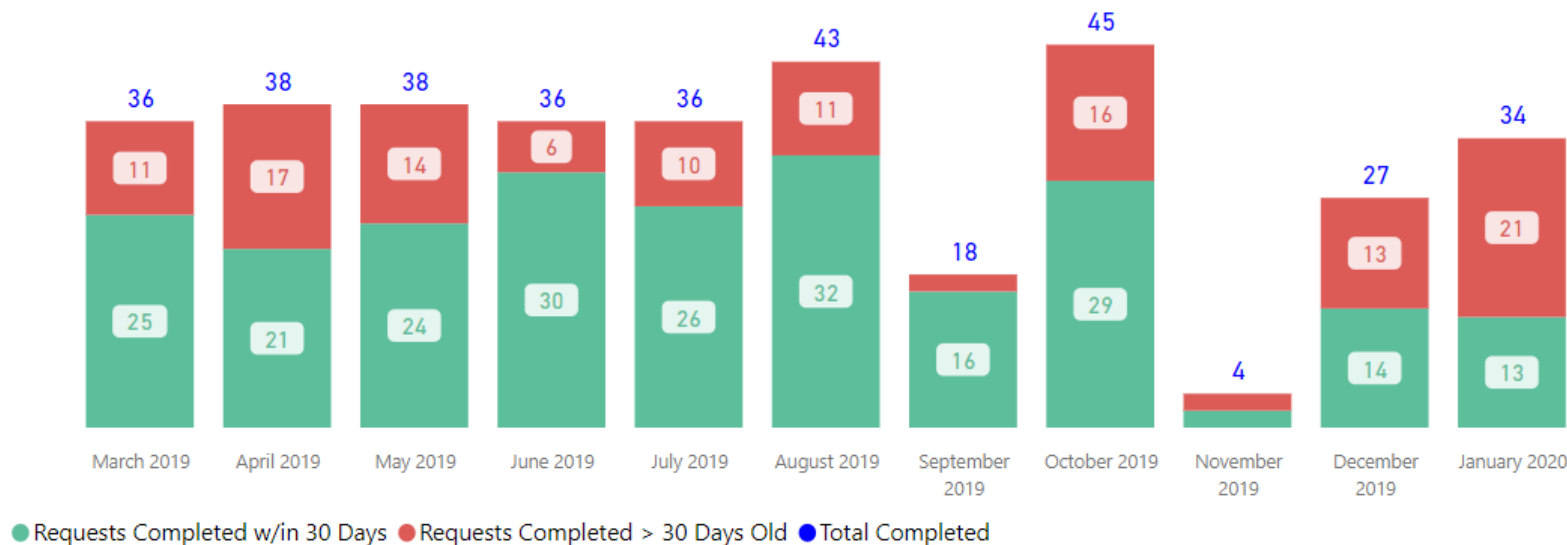
28.14

Total TAT (Rec'd-Compl.) Avg

16.68

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

355

Requests Completed

123

Requests Completed > 30 Days Old

34.65 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

Firearms Examination

Priority Type

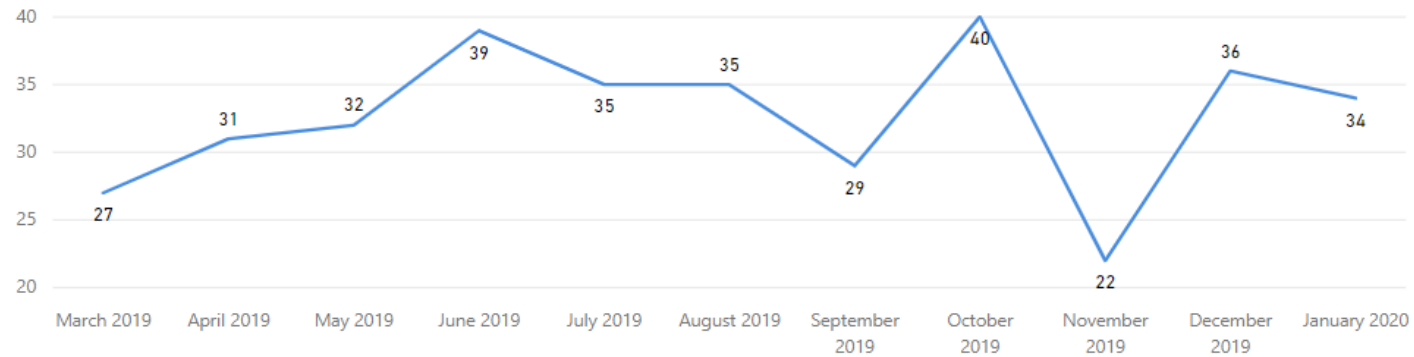
All

Received Filter

3/1/2019

1/31/2020

Received by Month



Total Received

360

Received per Month (Avg)*

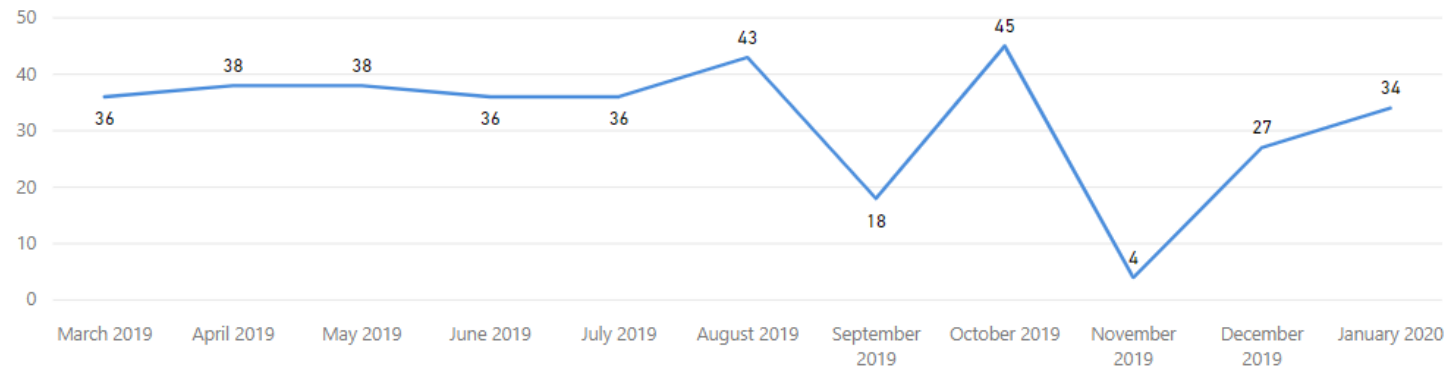
33

Completed Filter

3/1/2019

1/31/2020

Completed by Month



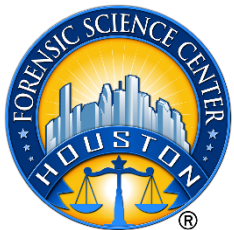
Total Completed

355

Completed per Month (Avg)*

32

* months with zero activity are not calculated into the average



Service
Priority Type

NIBIN Only
All

of Unassigned
12✓
Goal: 20 (+40%)

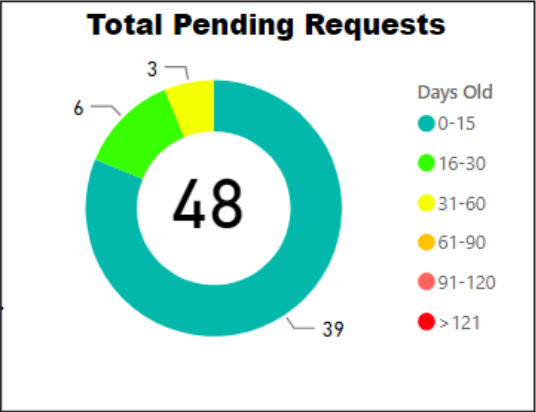
Pending Draft
20✓
Goal: 35 (+42.86%)

Pending Tech
10✓
Goal: 20 (+50%)

Pending Admin
6✓
Goal: 20 (+70%)

Goal= Threshold for the max # of requests in each bucket

- 3
- Justice Trax Past Critical Age
- 47
- Avg Age of Requests >30 D...
- 40
- Age-Oldest Unassigned
- 59
- Age-Oldest Pending Draft
- 43
- Age-Oldest Pending Tech
- 11
- Age-Oldest Pending Admin



Overall TAT
(Month to Date)

NaN✓

Goal: 7, 8

Overall TAT
(Past 90 Days)

9.5!

Goal: 7, 8

TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)

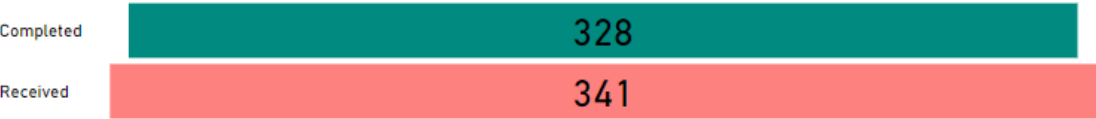


Month to Date

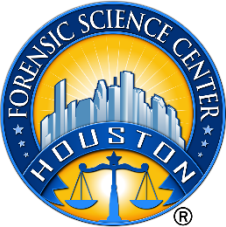
Completed

Received

30 Day Avg (Over Past 90 Days)



For monthly totals refer to historical data on slides 49 and 50



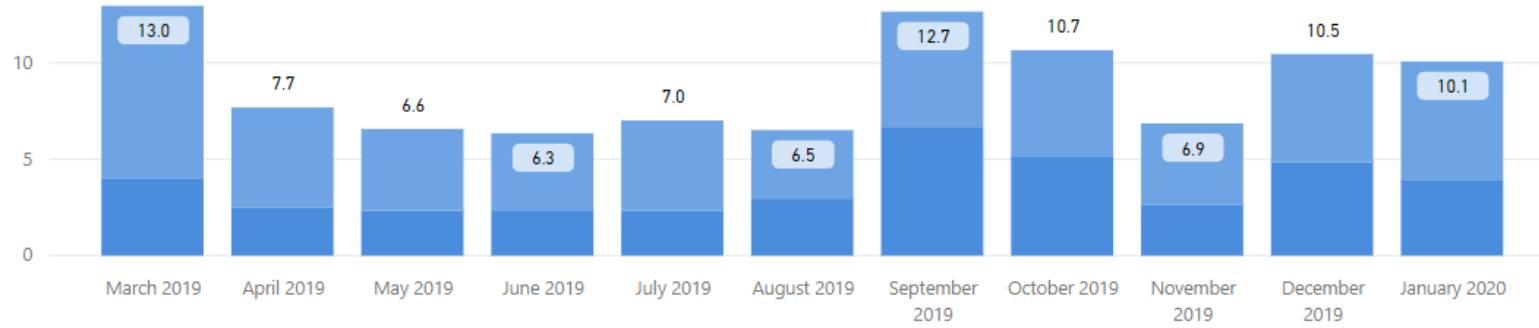
Date Range

3/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

NIBIN Only

Priority Type

All

Selected Time Frame Averages

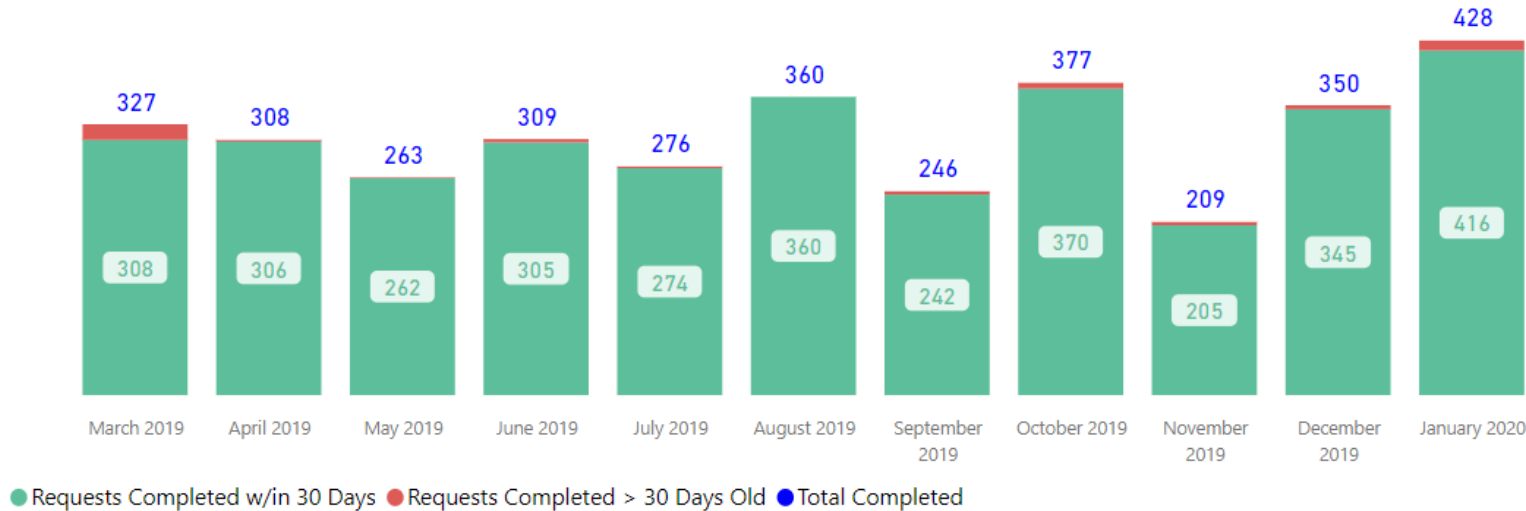
9.01

Total TAT (Rec'd-Compl.) Avg

5.36

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

3453

Requests Completed

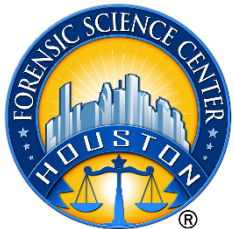
60

Requests Completed > 30 Days Old

1.74 %

% Completed > 30 Days Old

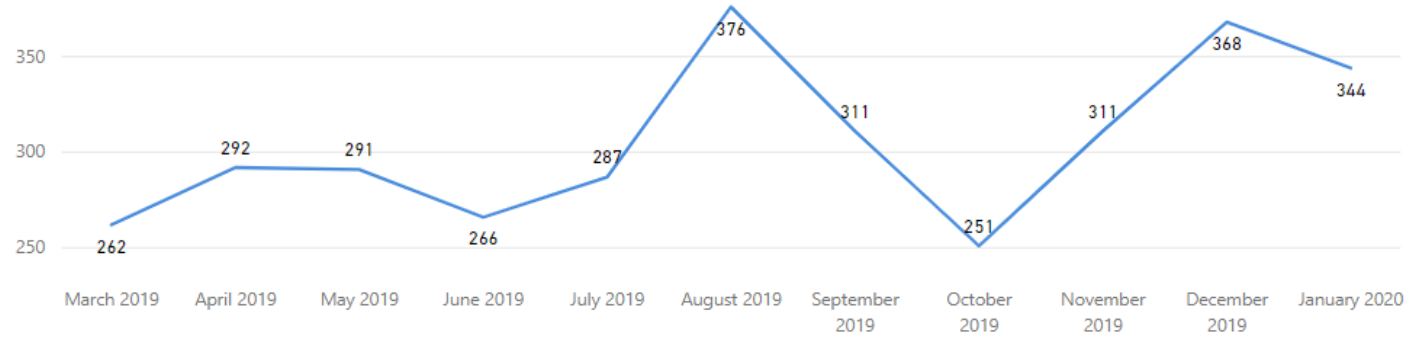
Requests more than 30 days old are considered to be backlogged requests



Service Priority Type

Received Filter

Received by Month



Total Received

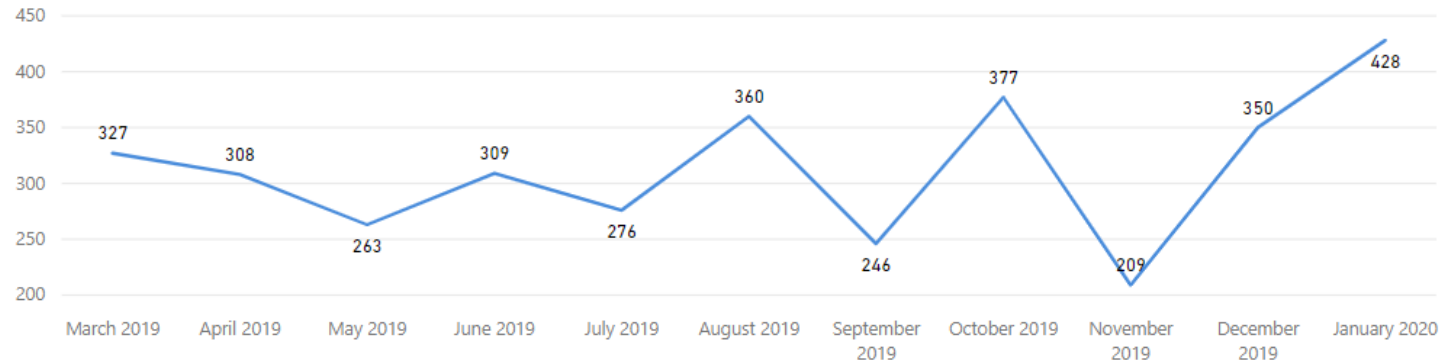
3,359

Received per Month (Avg)*

305

Completed Filter

Completed by Month



Total Completed

3,453

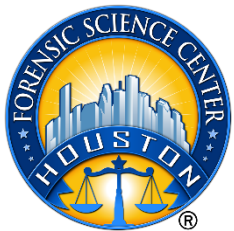
Completed per Month (Avg)*

314

* months with zero activity are not calculated into the average



Forensic Biology



Section: DNA Request Type: All

of Unassigned

1✓

Goal: 20 (+95%)

Pending Draft

209!

Goal: 24 (-770.83%)

Pending Tech

39!

Goal: 24 (-62.5%)

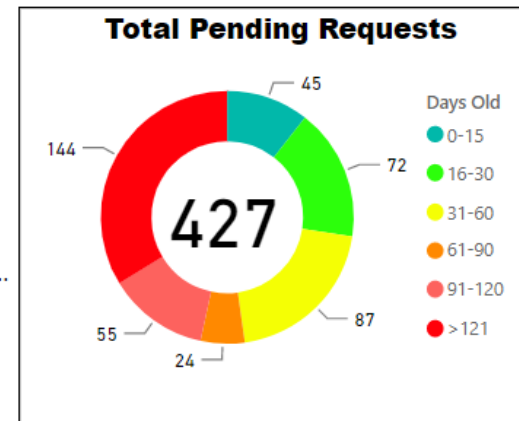
Pending Admin

18✓

Goal: 20 (+10%)

Goal= Threshold for the max # of requests in each bucket

310 Past Critical Age
 130 Avg Age of Reqeusts >30 ...
 310 Age-Oldest Unassigned PL
 1025 Age-Oldest Pending Draft...
 2088 Age-Oldest Pending Tech ...
 267 Age-Oldest Pending Adm...



Overall TAT (Month to Date)

NaN✓

Goal: 30, 31

Overall TAT (Past 90 Days)

119.0!

Goal: 30, 31

TAT by Phase of Work (MTD)

PL-Assign TAT MTD PL-Draft TAT MTD PL-Tech Review TAT MTD PL-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)

Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	353
34624	2018-094	335
47766	2019-043	142
48832	2019-057	124
49435	2019-IA-14	117
49436	2019-IA-15	117
55267	2019-078	32

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

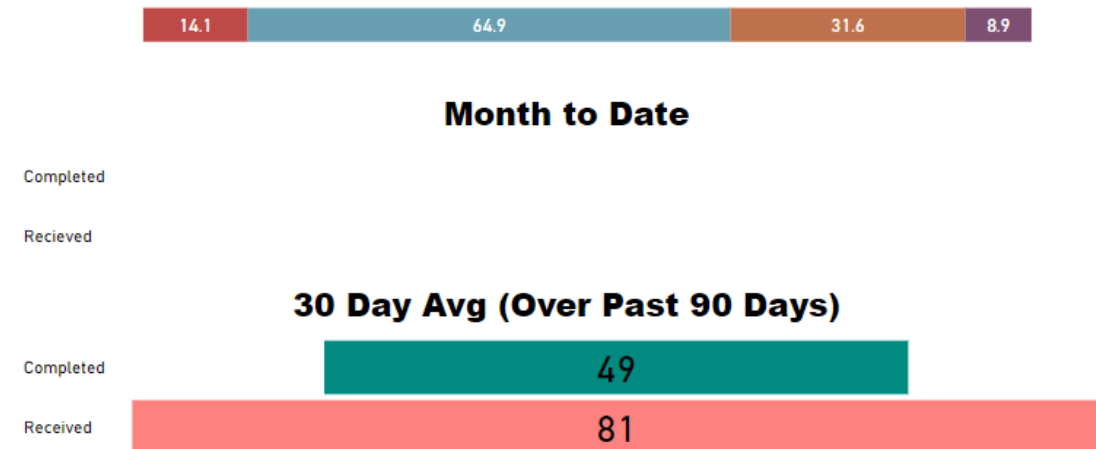
42!

Goal: 40, 41

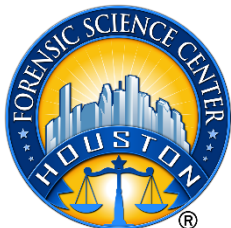
Avg Age of Open Reports*

109

Quality Filter
 Biology/DNA



For monthly totals refer to historical data on slides 54 and 55



Section

DNA

Request Type

SAK

of Unassigned

0✓

Goal: 20 (+100%)

Pending Draft

109!

Goal: 24 (-354.17%)

Pending Tech

13✓

Goal: 24 (+45.83%)

Pending Admin

4✓

Goal: 20 (+80%)

Goal= Threshold for the max # of requests in each bucket

122

Past Critical Age

138

Avg Age of Reqeusts >30 ...

0

Age-Oldest Unassigned PL

1025

Age-Oldest Pending Draft...

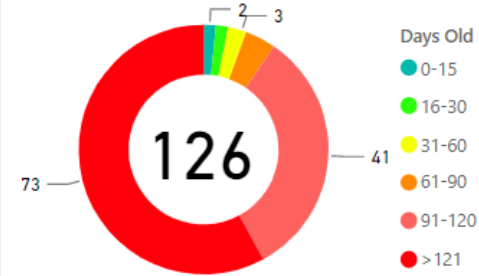
165

Age-Oldest Pending Tech ...

151

Age-Oldest Pending Adm...

Total Pending Requests

Overall TAT
(Month to Date)

NaN✓

Goal: 30, 31

Overall TAT
(Past 90 Days)

113.6!

Goal: 30, 31

TAT by Phase of Work (MTD)

PL-Assign TAT MTD PL-Draft TAT MTD PL-Tech Review TAT MTD PL-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)

Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	353
34624	2018-094	335
47766	2019-043	142
48832	2019-057	124
49435	2019-IA-14	117
49436	2019-IA-15	117
55267	2019-078	32

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

42!

Goal: 40, 41

Avg Age of Open Reports*

109

Quality Filter

Biology/DNA

Month to Date

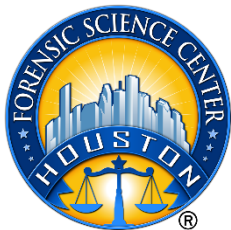
Completed

Recieved

30 Day Avg (Over Past 90 Days)

Completed

Received

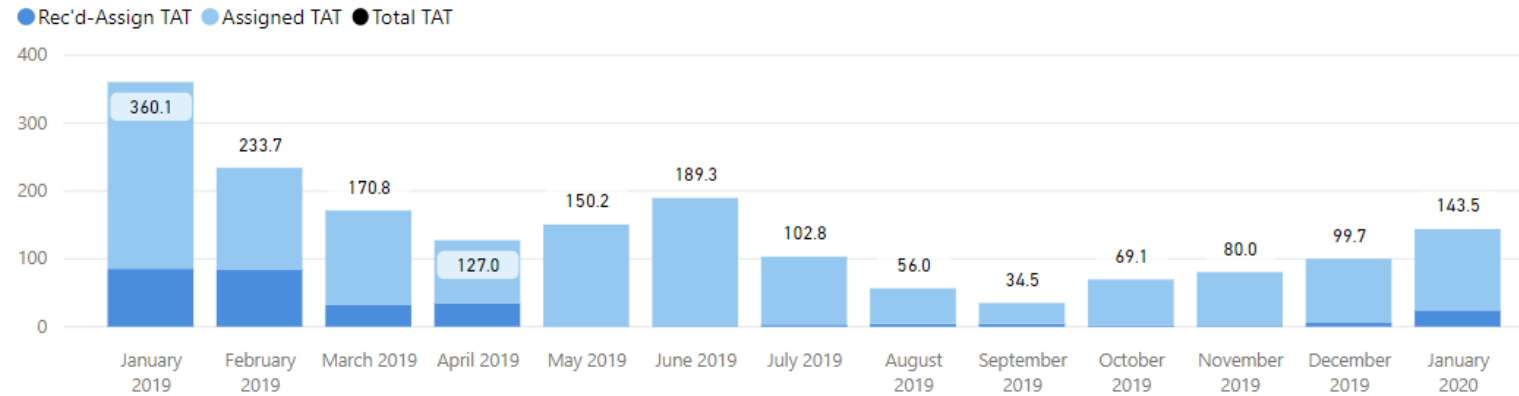


Date Range

1/1/2019

1/31/2020

Total TAT by Month



Request Type

DNA

Request Type

All

Selected Time Frame Averages

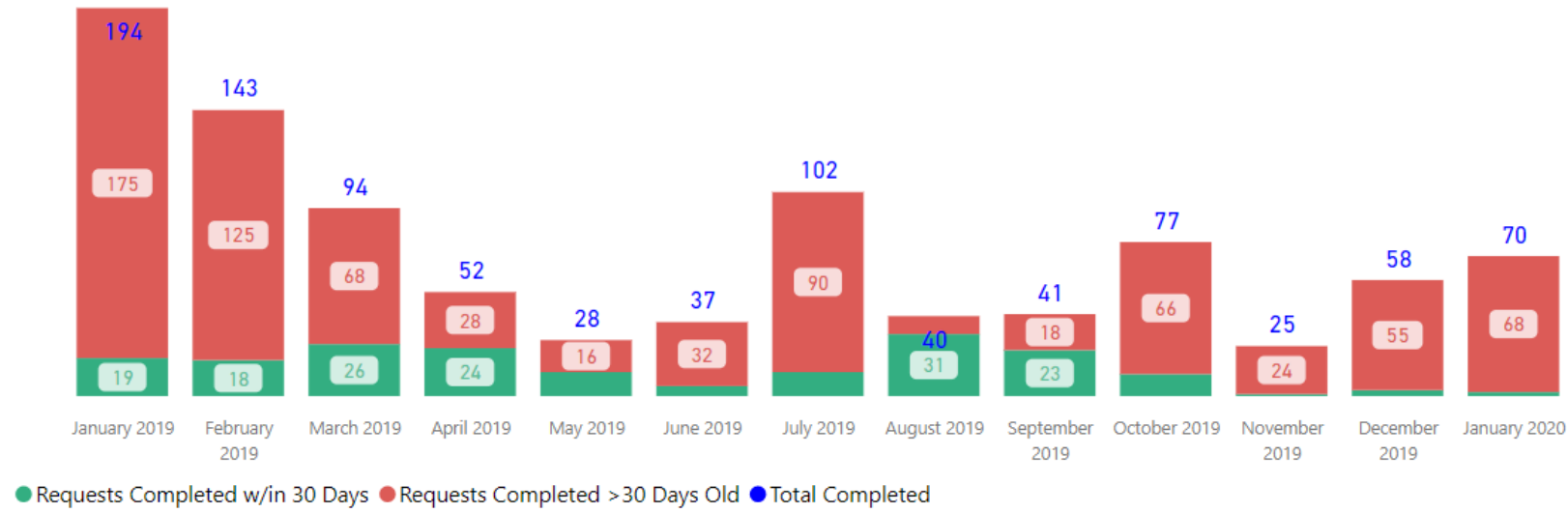
181.52

Total TAT (Rec'd-Compl.) Avg

144.17

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

961

Requests Completed

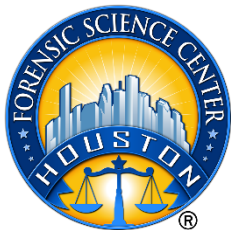
774

Requests Completed > 30 Days

80.54 %

% Completed > 30 Days

Requests more than 30 days old are considered to be backlogged requests



Section



Request Type

DNA



All



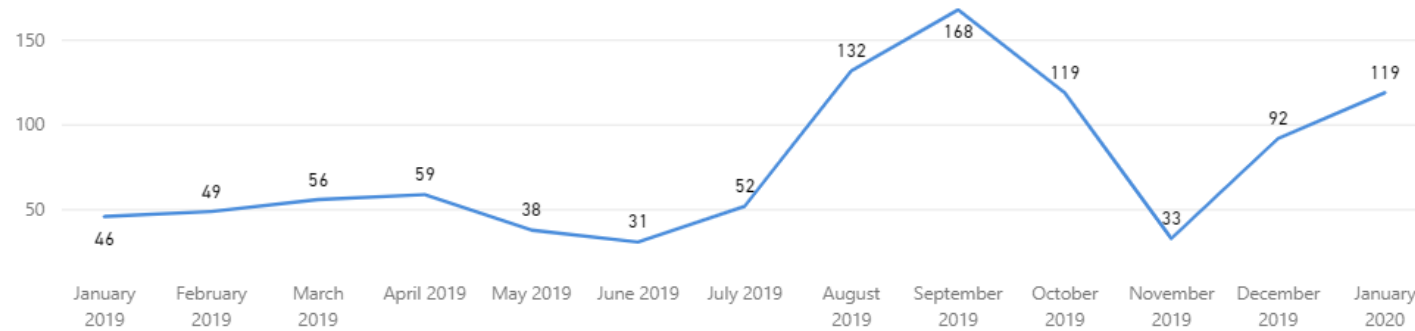
Received Filter

1/1/2019

1/31/2020



Received by Month



Total Received

994

Received per Month (Avg)*

76

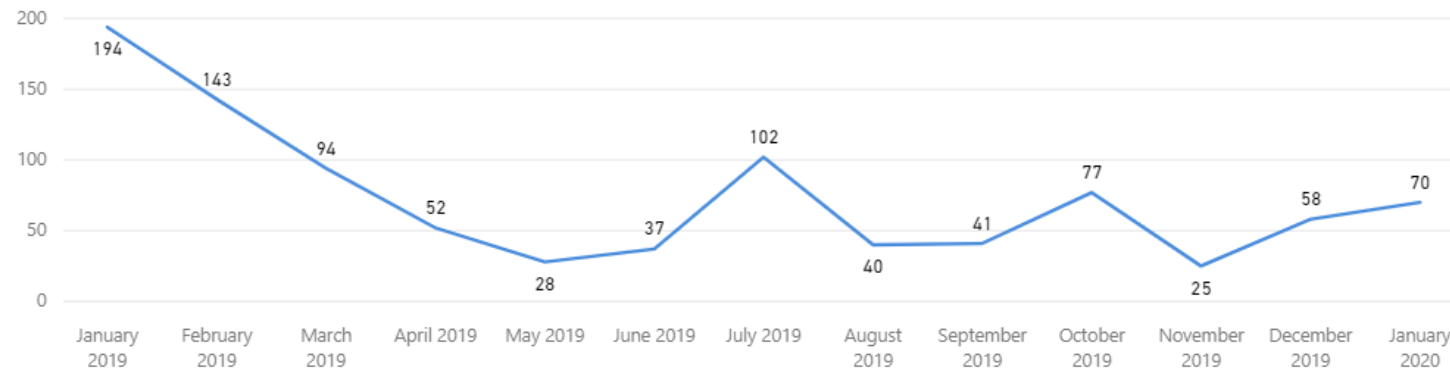
Completed Filter

1/1/2019

1/31/2020



Completed by Month



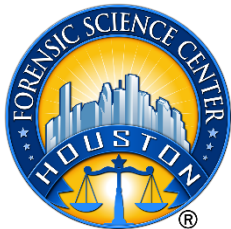
Total Completed

961

Completed per Month (Avg)*

74

* months with zero activity are not calculated into the average



Forensic Biology-Outsourcing

Total Cases Shipped

1741

Cases Returned

1741

Cases Reviewed

203

SAKs shipped: 1080

SAKs completed: 1080

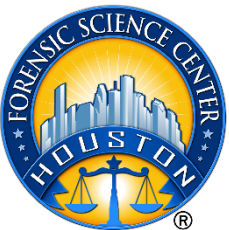
Non-SAKs shipped: 661

Non-SAKs completed: 661

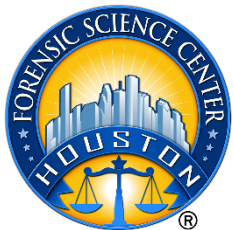
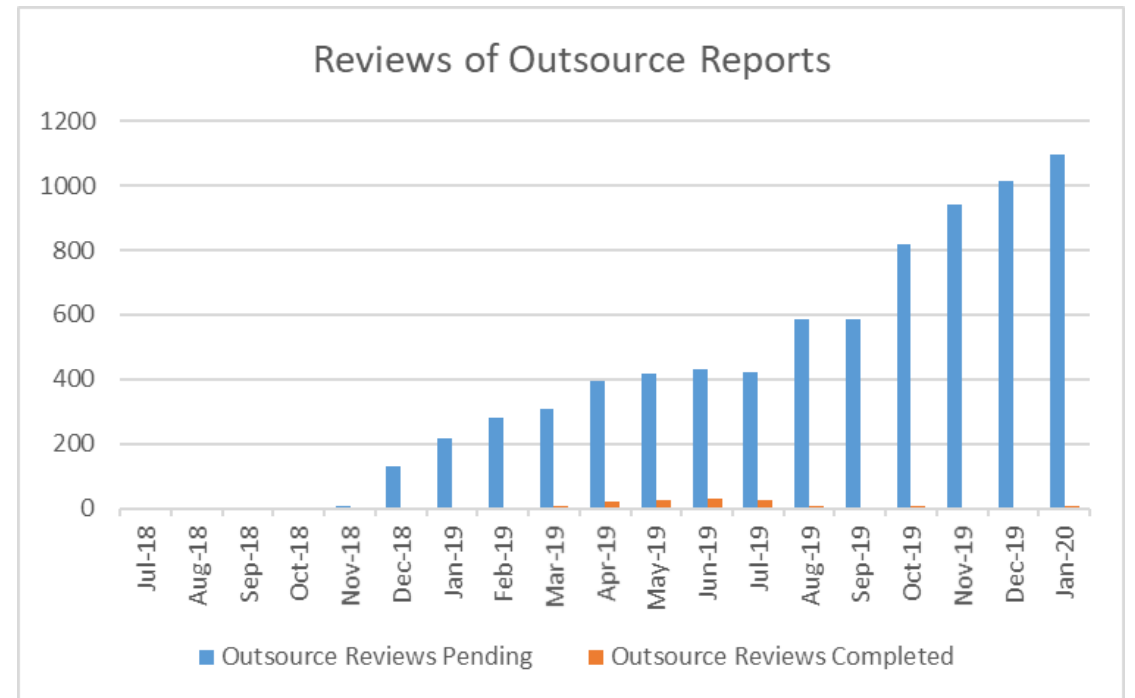
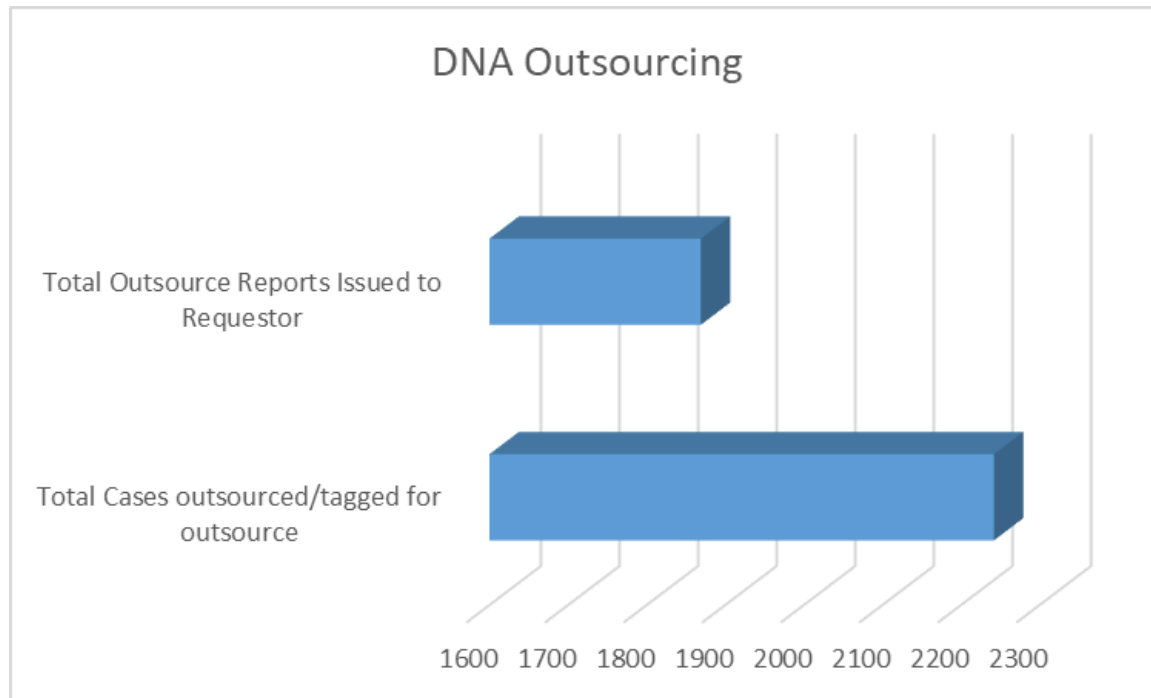
Critical issues

- The in-house review of all outsourced casework
- Trainees waiting for sign-off on independent casework
- Dedicated team focused on outsource reviews target start March
- 1 last outsource shipment of SAKs pending (accumulated during the move)

- All cases complete and reports uploaded to LIMS/emailed to investigators from original outsource project
- 1112 outsourced cases pending CODIS review (208 in process)
- Additional ~300 SAKs will be sent to Bode (accumulated during the move) – grant funds released last week, pending new contract
- Next focus: STRmix training and outsource reviews



Forensic Biology -- Outsourcing



Section

Screening

Request Type

All

of Unassigned

0✓

Goal: 10 (+100%)

Pending Draft

89!

Goal: 14 (-535.71%)

Pending Tech

1✓

Goal: 16 (+93.75%)

Pending Admin

3✓

Goal: 12 (+75%)

Goal= Threshold for the max # of requests in each bucket

47

Past Critical Age

57

Avg Age of Reqeusts >30 ...

0

Age-Oldest Unassigned PL

93

Age-Oldest Pending Draft...

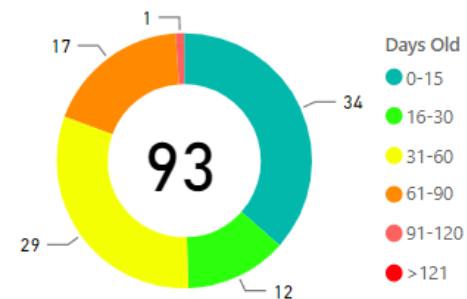
9

Age-Oldest Pending Tech ...

53

Age-Oldest Pending Adm...

Total Pending Requests

Overall TAT
(Month to Date)

NaN✓

Goal: 10, 11

Overall TAT
(Past 90 Days)

39.8!

Goal: 10, 11

TAT by Phase of Work (MTD)

● PL-Assign TAT MTD ● PL-Draft TAT MTD ● PL-Tech Review TAT MTD ● PL-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)

Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	353
34624	2018-094	335
47766	2019-043	142
48832	2019-057	124
49435	2019-IA-14	117
49436	2019-IA-15	117
55267	2019-078	32

*Reports without a Workflow ID# are not included in the Avg Age

Quality TAT

42!

Goal: 40, 41

Avg Age of Open Reports*

109

Quality Filter

Biology/DNA

36.8 2.8

Month to Date

Completed

Recieved

30 Day Avg (Over Past 90 Days)

Completed

Received

59

69



For monthly totals refer to historical data on slides 59 and 60

Date Range

1/1/2019

1/31/2020

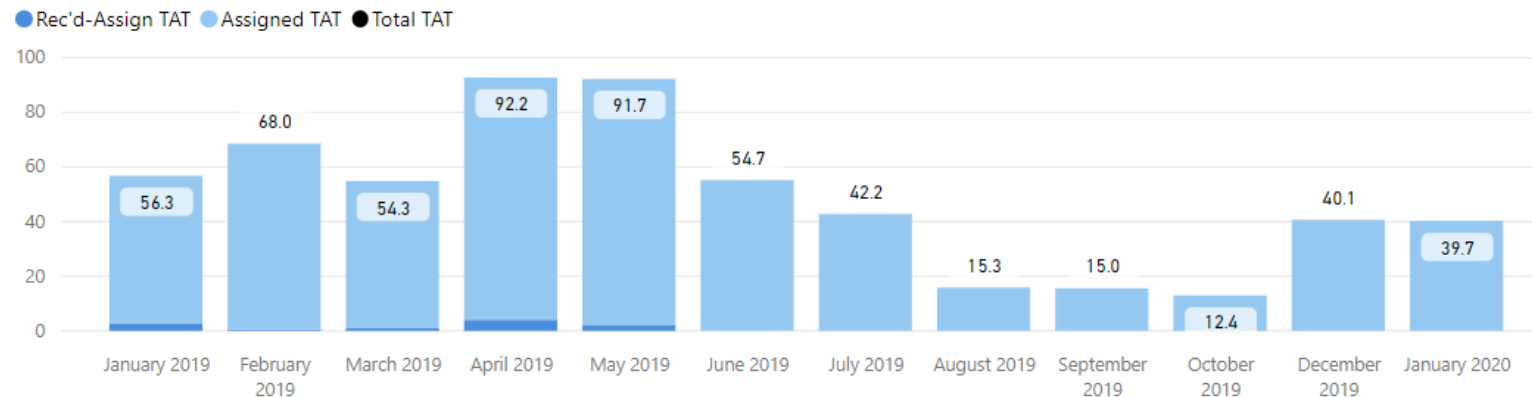
Request Type

Screening

Request Type

All

Total TAT by Month



Selected Time Frame Averages

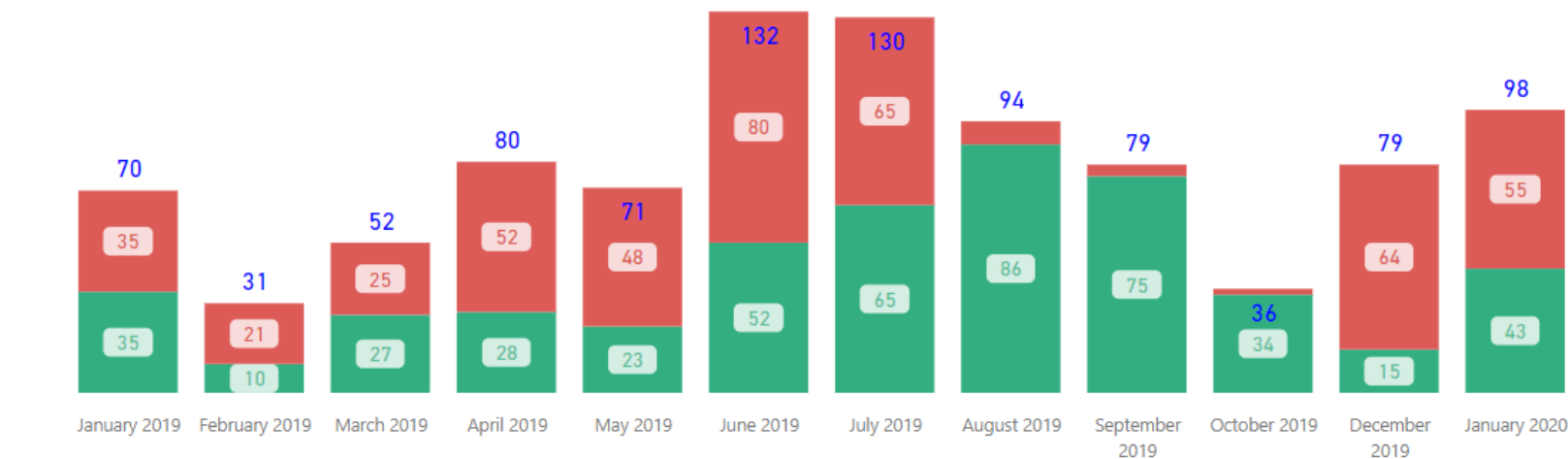
47.90

Total TAT (Rec'd-Compl.) Avg

47.67

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



● Requests Completed w/in 30 Days ● Requests Completed > 30 Days Old ● Total Completed

Received to Complete

952

Requests Completed

459

Requests Completed > 30 Days

48.21 %

% Completed > 30 Days

Requests more than 30 days old are considered to be backlogged requests



Section

Screening

Request Type

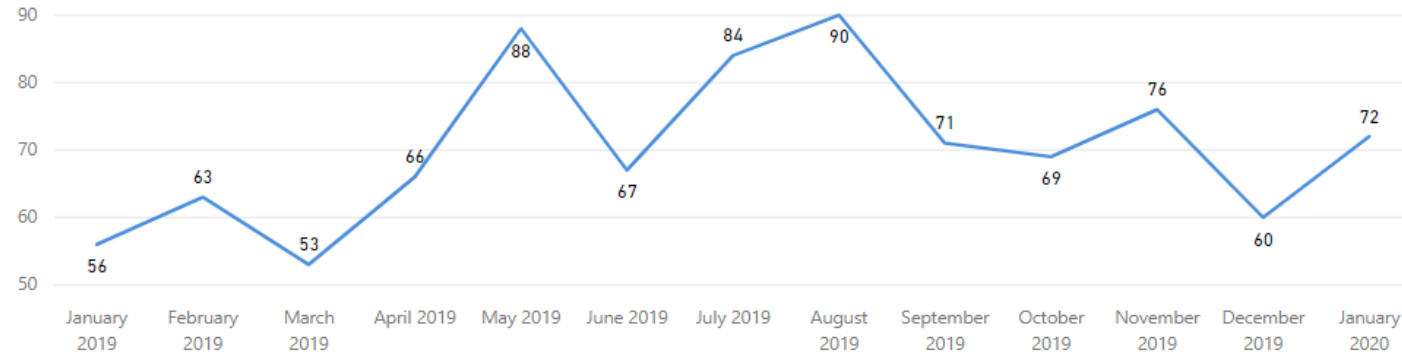
All

Received Filter

1/1/2019

1/31/2020

Received by Month



Total Received

915

Received per Month (Avg)*

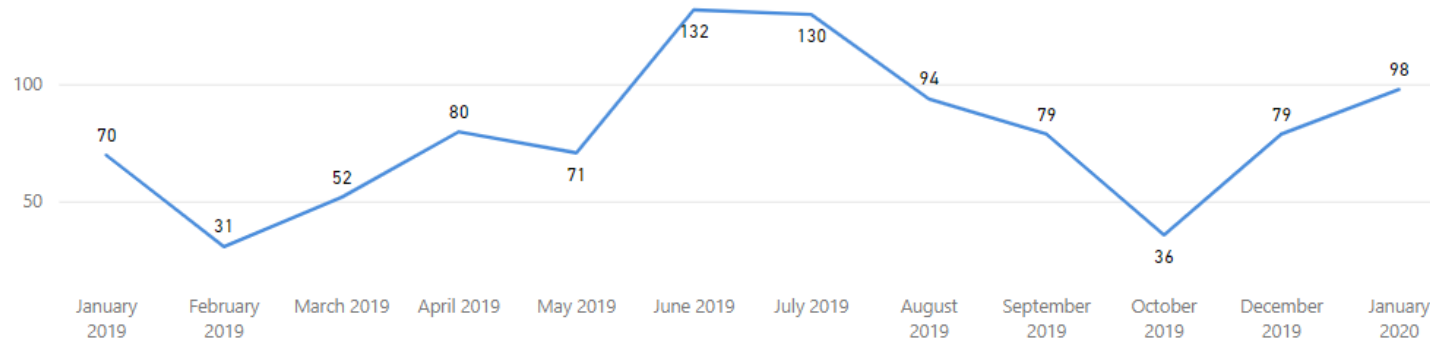
70

Completed Filter

1/1/2019

1/31/2020

Completed by Month



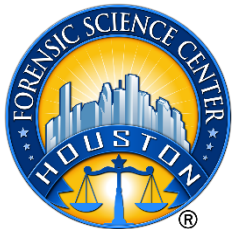
Total Completed

952

Completed per Month (Avg)*

79

* months with zero activity are not calculated into the average



Section

CODIS

Request Type

All

of Unassigned

17✓

Goal: 100 (+83%)

Pending Draft

2✓

Goal: 20 (+90%)

Pending Tech

1✓

Goal: 15 (+93.33%)

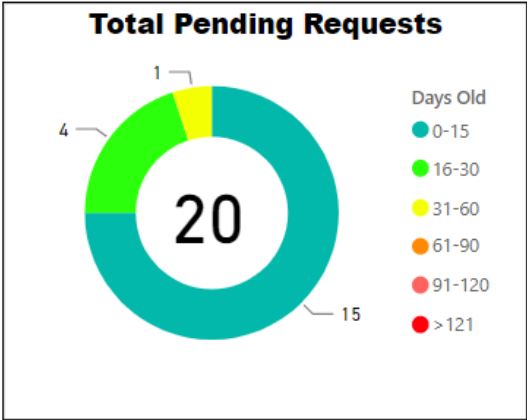
Pending Admin

0✓

Goal: 0

Goal= Threshold for the max # of requests in each bucket

- 1
- Past Critical Age
- 46
- Avg Age of Reqeusts >30 ...
- 46
- Age-Oldest Unassigned PL
- 1
- Age-Oldest Pending Draft...
- 18
- Age-Oldest Pending Tech ...
- 0
- Age-Oldest Pending Adm...



Overall TAT (Month to Date)

NaN✓

Goal: 30, 31

Overall TAT (Past 90 Days)

23.1✓

Goal: 30, 31

TAT by Phase of Work (MTD)

PL-Assign TAT MTD
 PL-Draft TAT MTD
 PL-Tech Review TAT MTD
 PL-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)

Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	353
34624	2018-094	335
47766	2019-043	142
48832	2019-057	124
49435	2019-IA-14	117
49436	2019-IA-15	117
55267	2019-078	32

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

42!

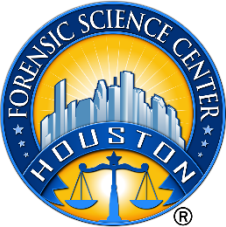
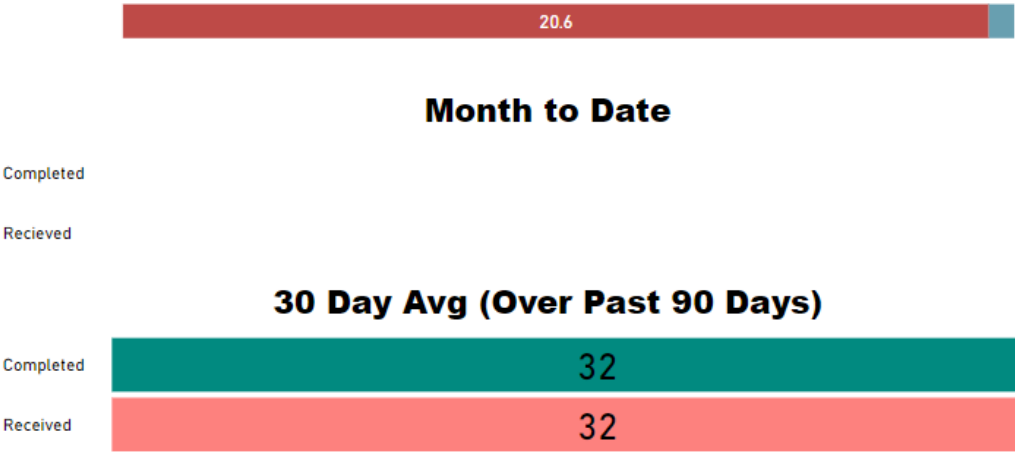
Goal: 40, 41

Avg Age of Open Reports*

109

Quality Filter

Biology/DNA



For monthly totals refer to historical data on slides 62 and 63

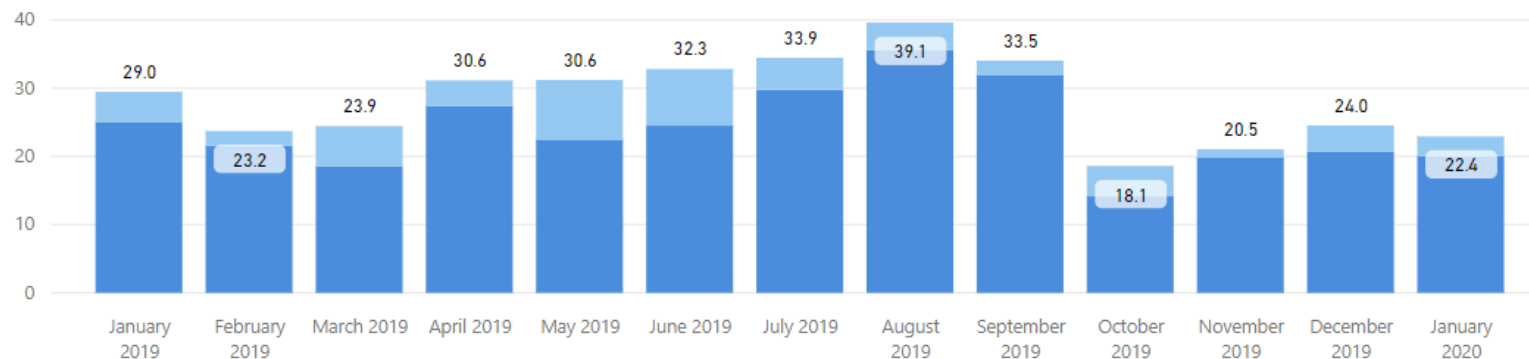
Date Range

1/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

CODIS

Request Type

All

Selected Time Frame Averages

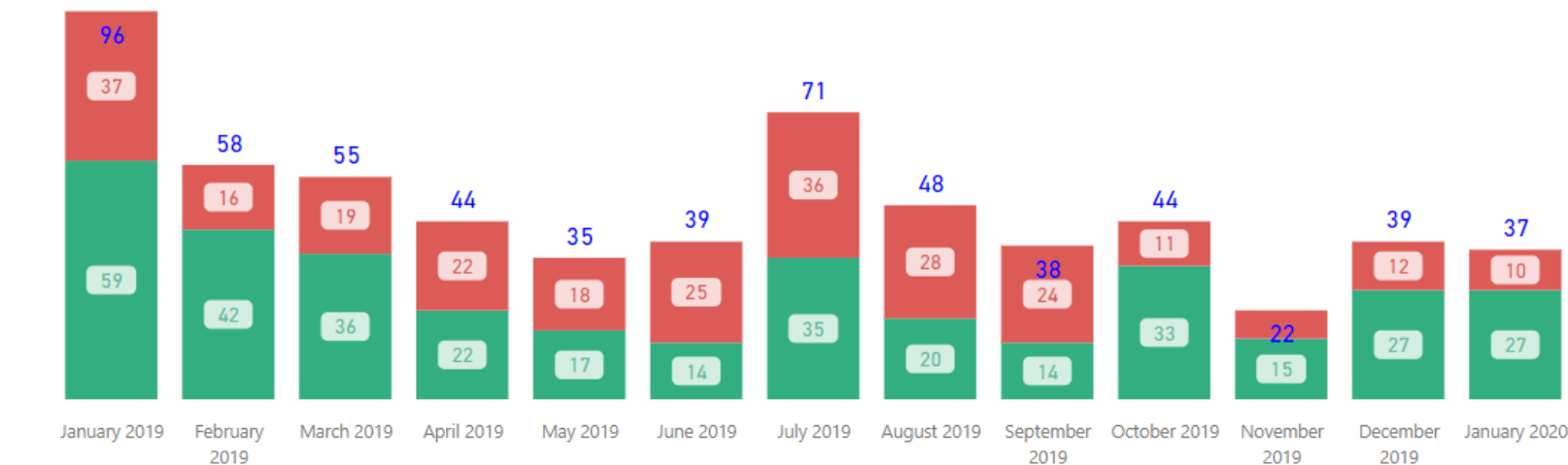
28.26

Total TAT (Rec'd-Compl.) Avg

4.40

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



● Requests Completed w/in 30 Days ● Requests Completed > 30 Days Old ● Total Completed

Received to Complete

626

Requests Completed

265

Requests Completed > 30 Days

42.33 %

% Completed > 30 Days

Requests more than 30 days old are considered to be backlogged requests



Section

CODIS

Request Type

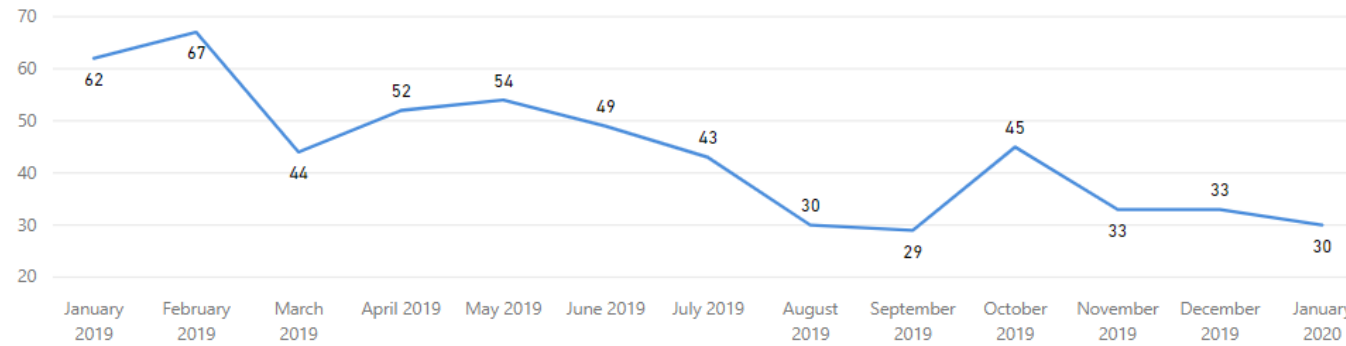
All

Received Filter

1/1/2019

1/31/2020

Received by Month



Total Received

571

Received per Month (Avg)*

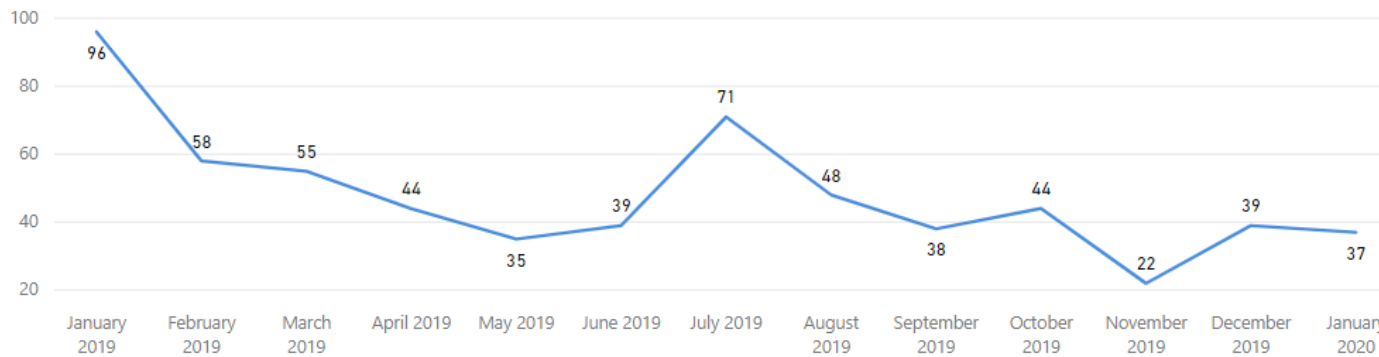
44

Completed Filter

1/1/2019

1/31/2020

Completed by Month



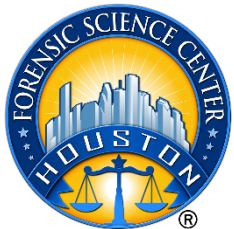
Total Completed

626

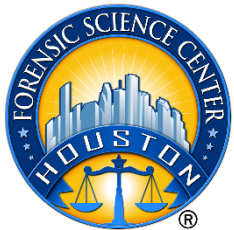
Completed per Month (Avg)*

48

* months with zero activity are not calculated into the average



Latent Prints



Requests Received after 2/1/2019 (to allow for targets on incoming requests vs historical backlog)

Service

Priority Type

Latent Comparison

All

of Unassigned

1138!

Goal: 230 (-394.78%)

Pending Draft

79!

Goal: 50 (-58%)

Pending Tech

25✓

Goal: 50 (+50%)

Pending Admin

0✓

Goal: 50 (+100%)

Goal= Threshold for the max # of requests in each bucket

1046
Justice Trax Past Critical Age

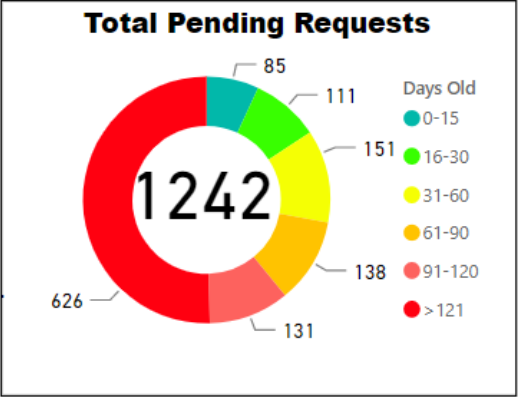
157
Avg Age of Requests >30 D...

331
Age-Oldest Unassigned

260
Age-Oldest Pending Draft

226
Age-Oldest Pending Tech

0
Age-Oldest Pending Admin



Overall TAT
(Month to Date)

NaN✓

Goal: 45, 46

Overall TAT
(Past 90 Days)

93.1!

Goal: 45, 46



TAT by Phase of Work (Past 90 Days)



Open Quality Reports

Qualtrax ID	Workflow #	Age
44789	2019-028	184
52313		76
54587		40
54909		36
55637	2020-007	28
56790		9
57594		0

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

30✓

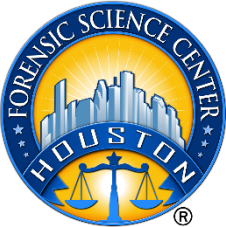
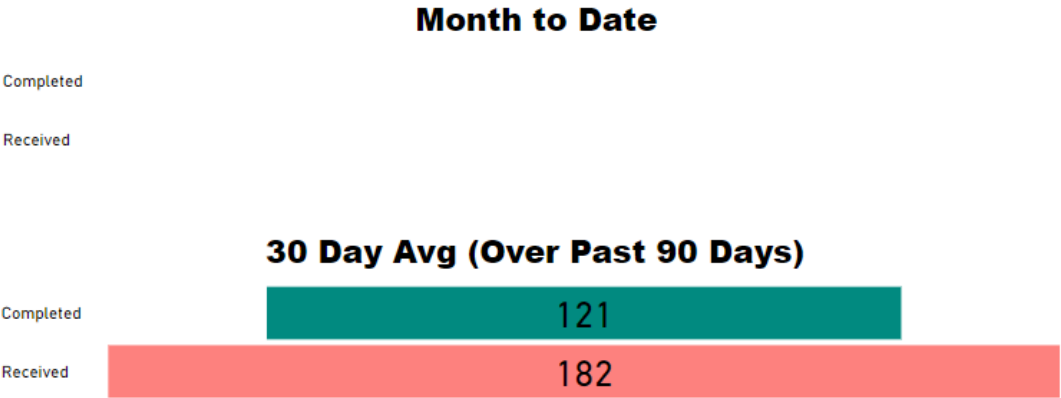
Goal: 40, 41

Avg Age of Open Reports*

106

Quality Filter

Latent Prints



For overall (incoming and historical backlog) monthly totals refer to historical data on slides 67 and 68

Requests Received prior to 2/1/2019 (to allow for targets on incoming requests vs historical backlog)

Service

Latent Comparison

Priority Type

All

of Unassigned

1261!

Goal: 230 (-448.26%)

Pending Draft

1✓

Goal: 50 (+98%)

Pending Tech

1✓

Goal: 50 (+98%)

Pending Admin

1✓

Goal: 50 (+98%)

Goal= Threshold for the max # of requests in each bucket

1264

Justice Trax Past Critical Age

1059

Avg Age of Requests >30 D...

2089

Age-Oldest Unassigned

1109

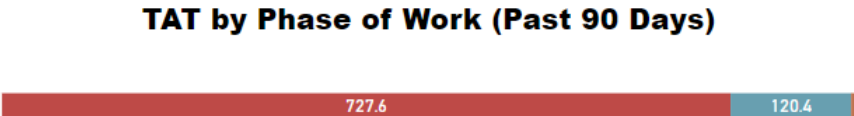
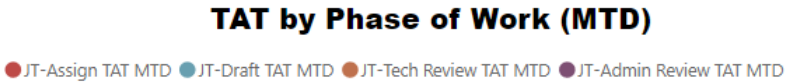
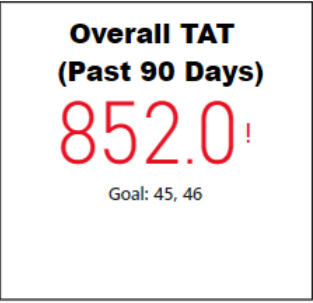
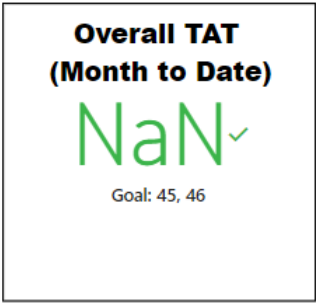
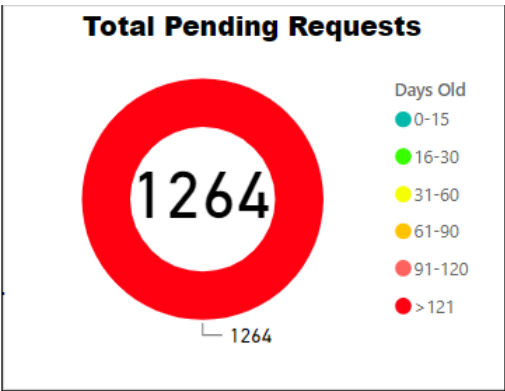
Age-Oldest Pending Draft

744

Age-Oldest Pending Tech

598

Age-Oldest Pending Admin



Open Quality Reports

Qualtrax ID	Workflow #	Age
44789	2019-028	184
52313		76
54587		40
54909		36
55637	2020-007	28
56790		9
57594		0

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

30✓

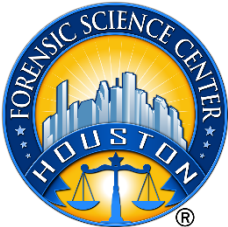
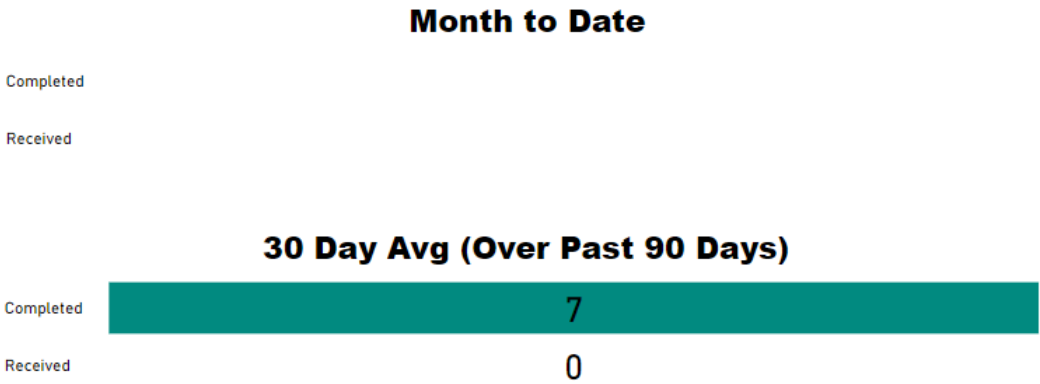
Goal: 40, 41

Avg Age of Open Reports*

106

Quality Filter

Latent Prints



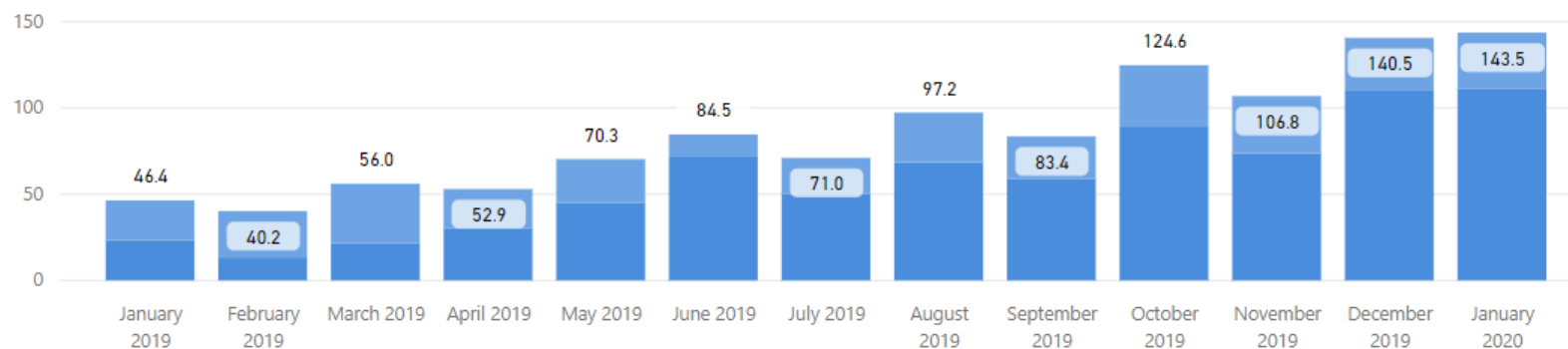
Date Range

1/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

Latent Comparison

Priority Type

All

Selected Time Frame Averages

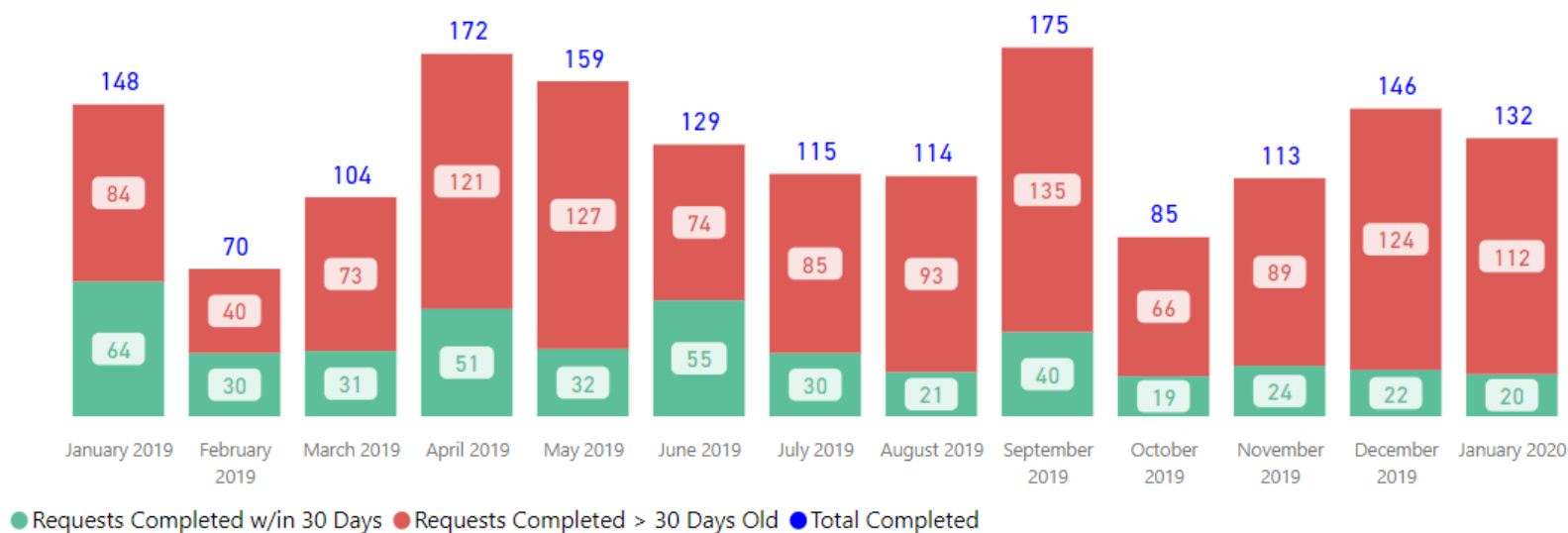
85.83

Total TAT (Rec'd-Compl.) Avg

26.51

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

1662

Requests Completed

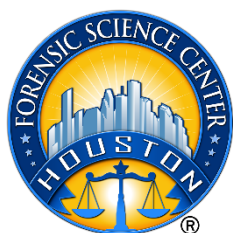
1223

Requests Completed > 30 Days Old

73.59 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

Priority Type

Latent Comparison

▼

All

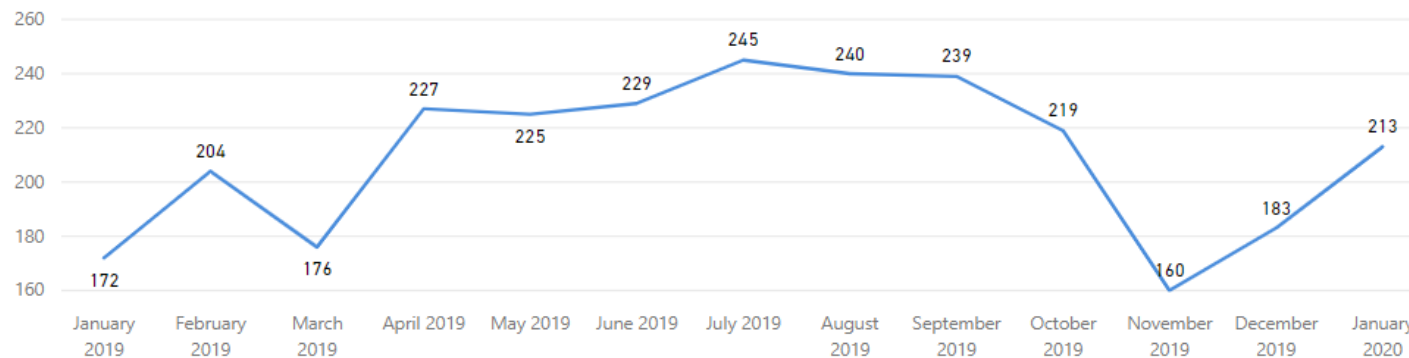
▼

Received Filter

1/1/2019

1/31/2020

Received by Month



Total Received

2,732

Received per Month (Avg)*

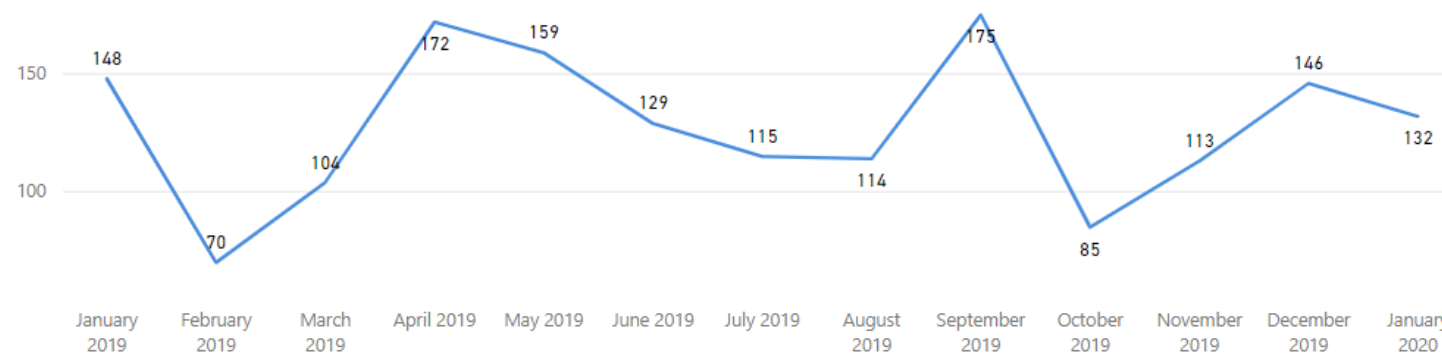
210

Completed Filter

1/1/2019

1/31/2020

Completed by Month



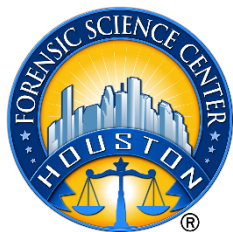
Total Completed

1,662

Completed per Month (Avg)*

128

* months with zero activity are not calculated into the average



Service: Latent Processing Priority Type: All

of Unassigned

231!

Goal: 50 (-362%)

Pending Draft

1✓

Goal: 30 (+96.67%)

Pending Tech

5✓

Goal: 30 (+83.33%)

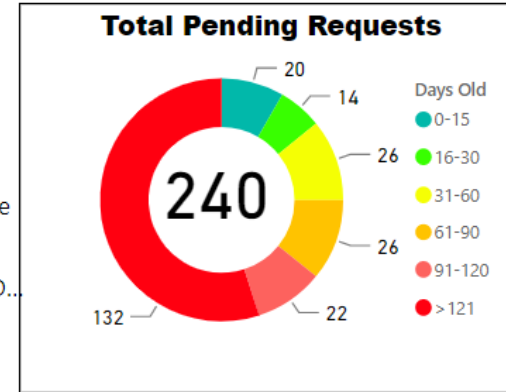
Pending Admin

3✓

Goal: 30 (+90%)

Goal= Threshold for the max # of requests in each bucket

206 Justice Trax Past Critical Age
 149 Avg Age of Requests > 30 D...
 354 Age-Oldest Unassigned
 78 Age-Oldest Pending Draft
 248 Age-Oldest Pending Tech
 386 Age-Oldest Pending Admin



Overall TAT (Month to Date)

NaN✓

Goal: 30, 31

Overall TAT (Past 90 Days)

66.0!

Goal: 30, 31

TAT by Phase of Work (MTD)

● JT-Assign TAT MTD ● JT-Draft TAT MTD ● JT-Tech Review TAT MTD ● JT-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)



Open Quality Reports

Qualtrax ID	Workflow #	Age
52313		76
54587		40
54909		36
56790		9
57594		0
44789	2019-028	184
55637	2020-007	28

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

30✓

Goal: 40, 41

Avg Age of Open Reports*

106

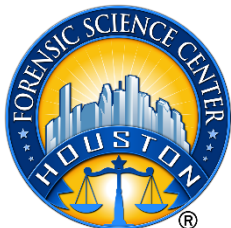
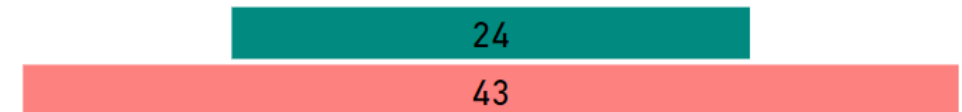
Quality Filter: Latent Prints

Month to Date

Completed
Received

30 Day Avg (Over Past 90 Days)

Completed
Received



For monthly totals refer to historical data on slides 70 and 71

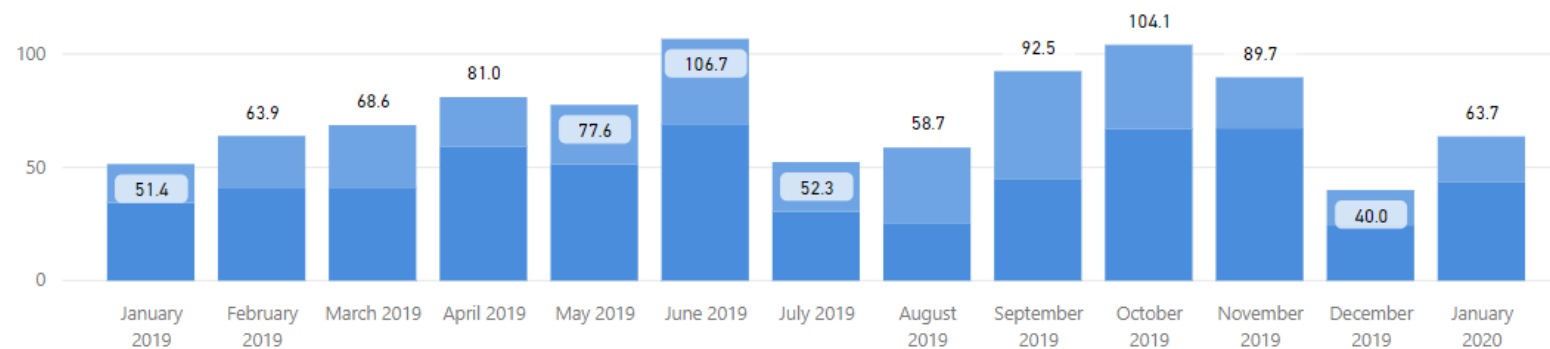
Date Range

1/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



Request Type

Latent Processing

Priority Type

All

Selected Time Frame Averages

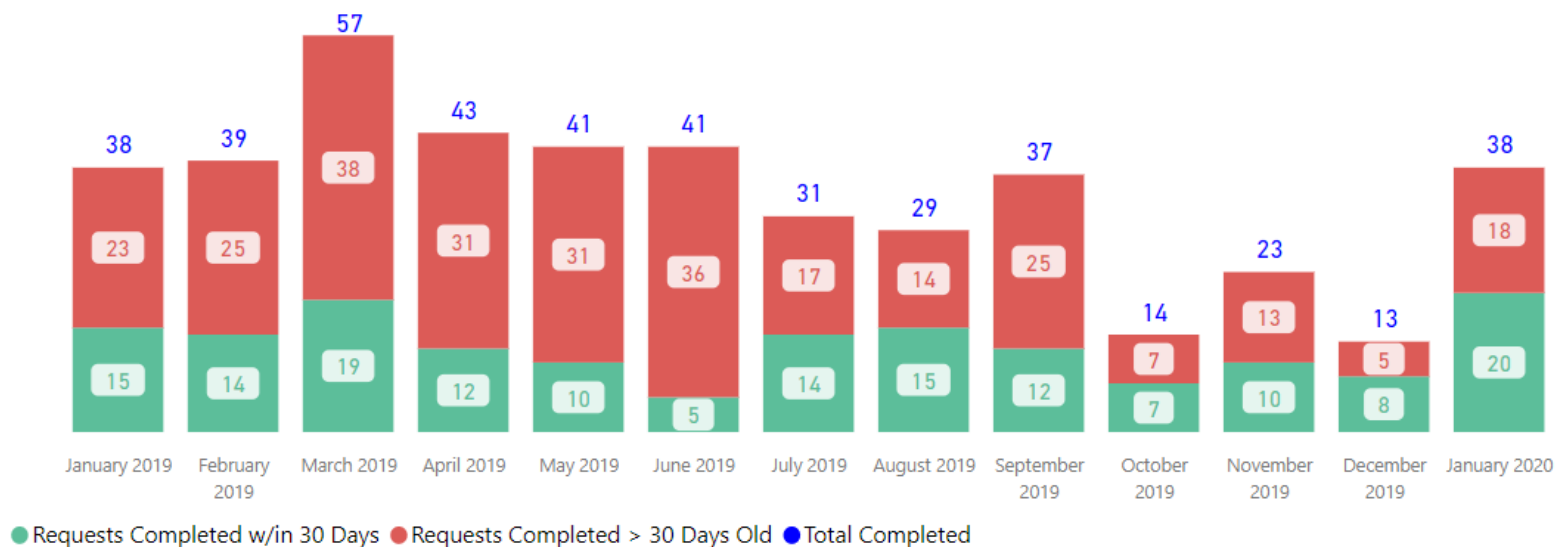
73.43

Total TAT (Rec'd-Compl.) Avg

27.28

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

444

Requests Completed

283

Requests Completed > 30 Days Old

63.74 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

Priority Type

Latent Processing

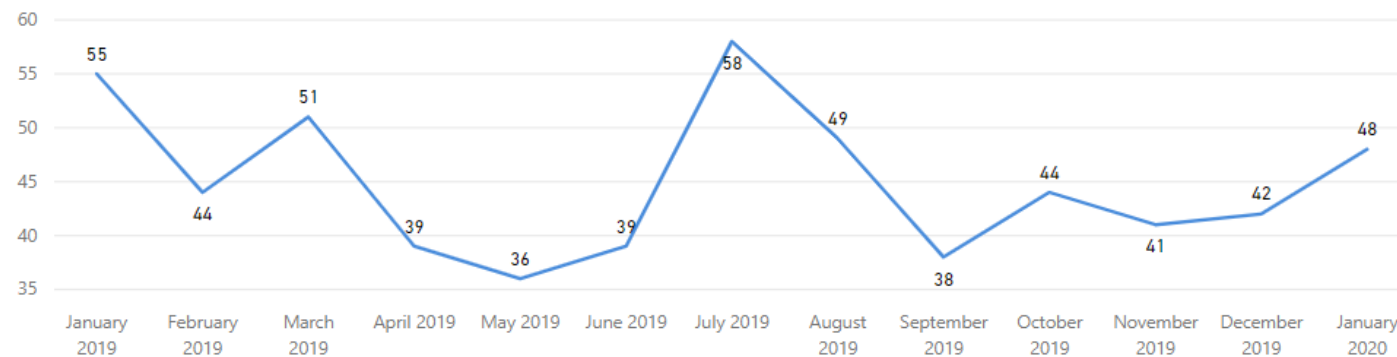
All

Received Filter

1/1/2019

1/31/2020

Received by Month



Total Received

584

Received per Month (Avg)*

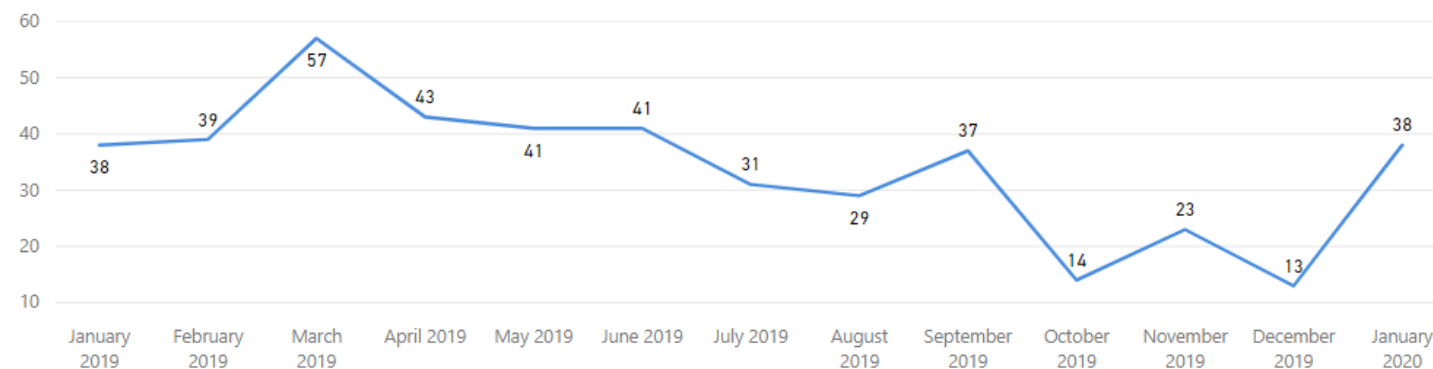
45

Completed Filter

1/1/2019

1/31/2020

Completed by Month



Total Completed

444

Completed per Month (Avg)*

34

* months with zero activity are not calculated into the average



Digital Multi-Media



Service

AV Call Out

▼

Priority Type

All

▼

of Unassigned

0✓

Goal: 15 (+100%)

Pending Draft

0✓

Goal: 5 (+100%)

Pending Tech

0✓

Goal: 5 (+100%)

Pending Admin

0✓

Goal: 5 (+100%)

Goal= Threshold for the max # of requests in each bucket

0

Justice Trax Past Critical Age

NaN

Avg Age of Requests > 30 D...

0

Age-Oldest Unassigned

0

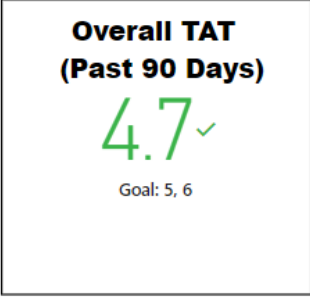
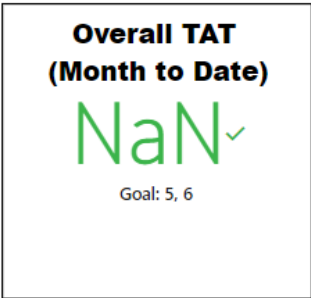
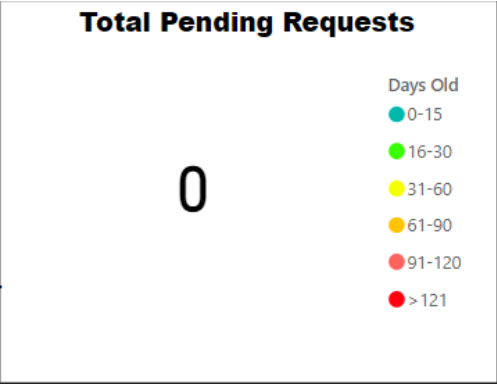
Age-Oldest Pending Draft

0

Age-Oldest Pending Tech

0

Age-Oldest Pending Admin



TAT by Phase of Work (MTD)

JT-Assign TAT MTD
 JT-Draft TAT MTD
 JT-Tech Review TAT MTD
 JT-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)

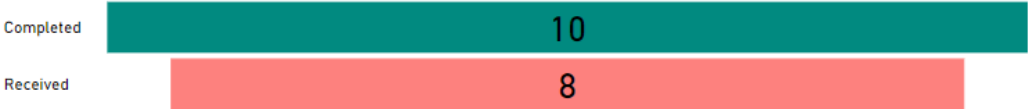


Month to Date

Completed

Received

30 Day Avg (Over Past 90 Days)



Open Quality Reports

Qualtrax ID

Workflow #

Age

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

(Blank)✓

Goal: 30, 31

Avg Age of Open Reports*

NaN

Quality Filter

Audio/Video



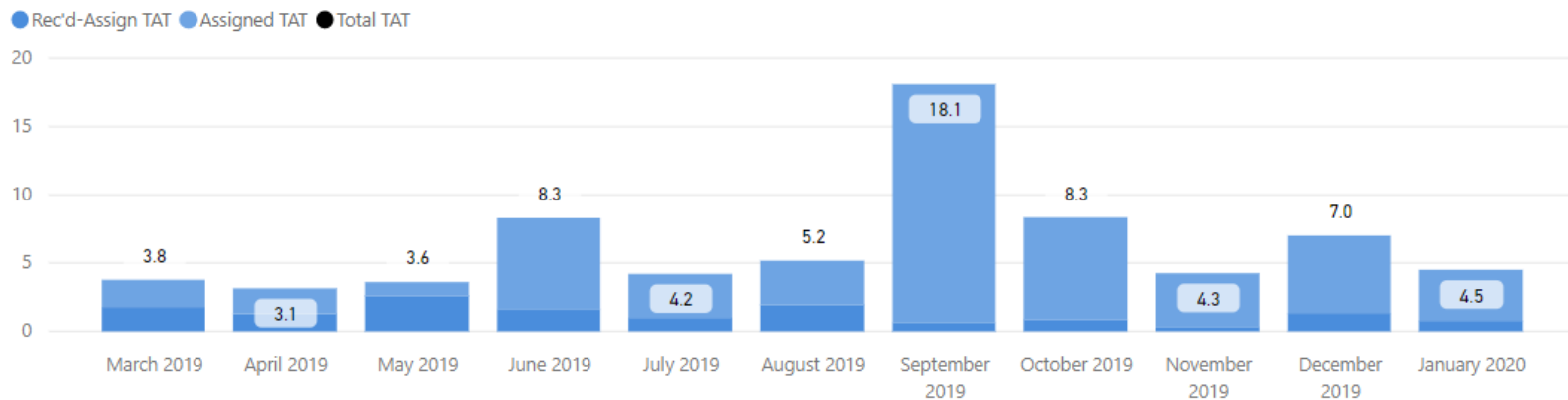
For monthly totals refer to historical data on slides 74 and 75

Date Range

3/1/2019

1/31/2020

Total TAT by Month



Request Type

AV Call Out

Priority Type

All

Selected Time Frame Averages

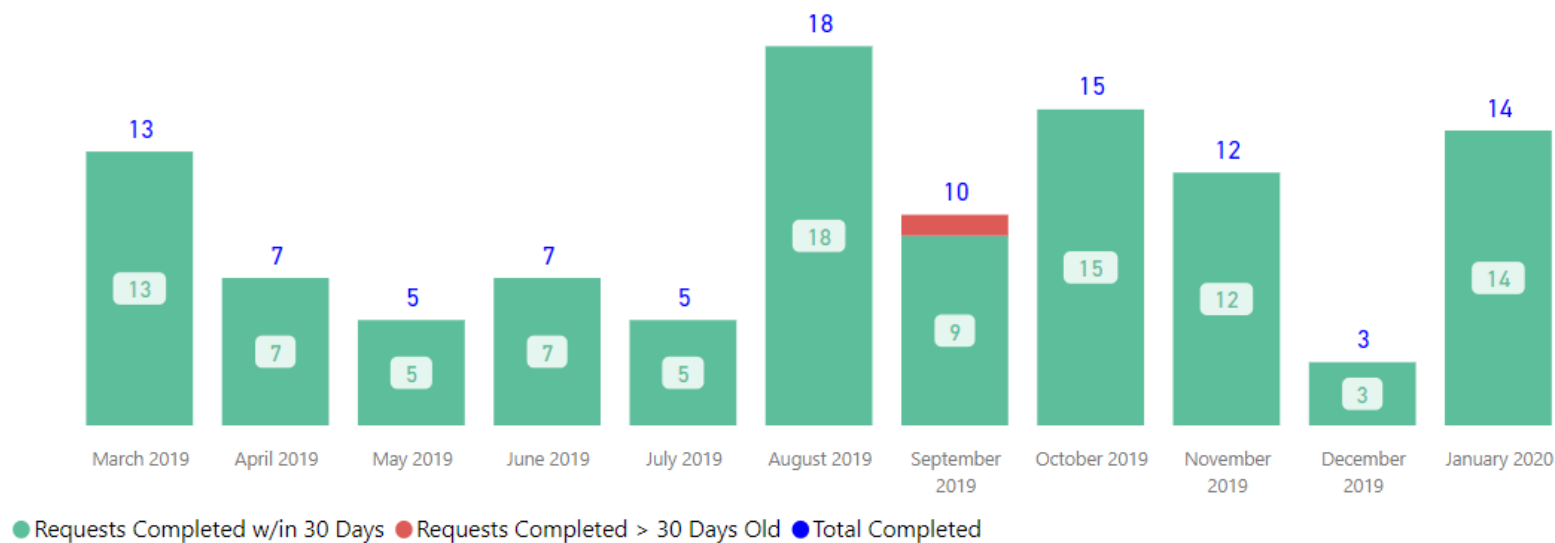
6.44

Total TAT (Rec'd-Compl.) Avg

5.21

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

109

Requests Completed

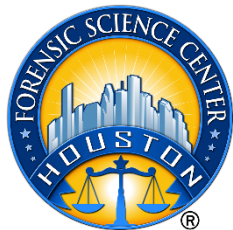
1

Requests Completed > 30 Days Old

0.92 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

AV Call Out

Priority Type

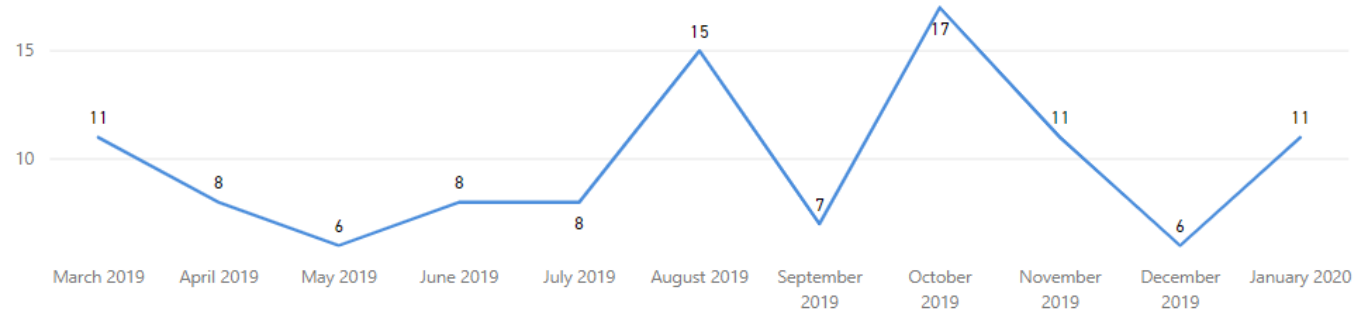
All

Received Filter

3/1/2019

1/31/2020

Received by Month



Total Received

108

Received per Month (Avg)*

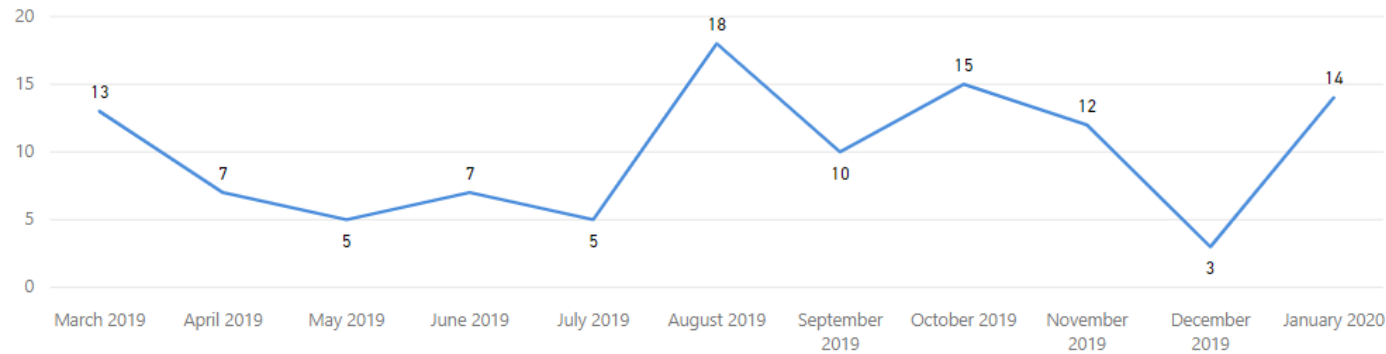
10

Completed Filter

3/1/2019

1/31/2020

Completed by Month



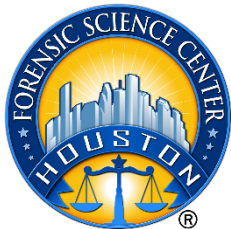
Total Completed

109

Completed per Month (Avg)*

10

* months with zero activity are not calculated into the average



Service
Priority Type

AV Examination
All

of Unassigned

0✓

Goal: 15 (+100%)

Pending Draft

2✓

Goal: 5 (+60%)

Pending Tech

2✓

Goal: 5 (+60%)

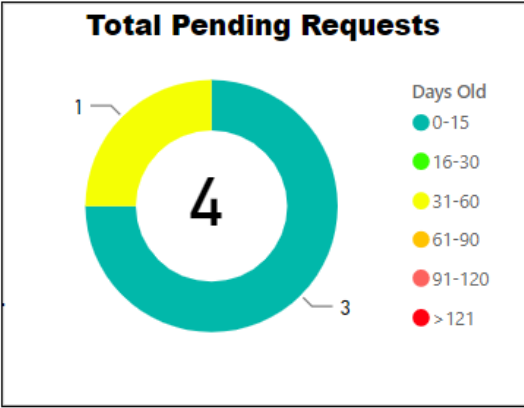
Pending Admin

1✓

Goal: 5 (+80%)

Goal= Threshold for the max # of requests in each bucket

- 1
- Justice Trax Past Critical Age
- 60
- Avg Age of Requests >30 D...
- 0
- Age-Oldest Unassigned
- 60
- Age-Oldest Pending Draft
- 60
- Age-Oldest Pending Tech
- 11
- Age-Oldest Pending Admin



Overall TAT
(Month to Date)

NaN✓

Goal: 45, 46

Overall TAT
(Past 90 Days)

19.5✓

Goal: 45, 46

TAT by Phase of Work (MTD)

● JT-Assign TAT MTD ● JT-Draft TAT MTD ● JT-Tech Review TAT MTD ● JT-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)



Month to Date

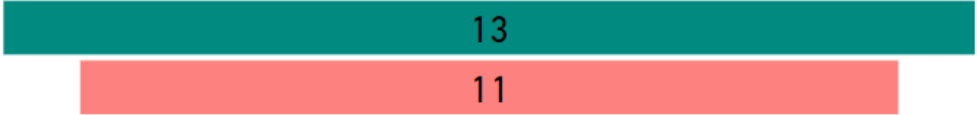
Completed

Received

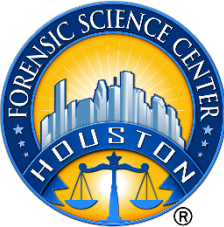
30 Day Avg (Over Past 90 Days)

Completed

Received



For monthly totals refer to historical data on slides 77 and 78



Open Quality Reports

Qualtrax ID	Workflow #	Age

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

(Blank)✓

Goal: 30, 31

Avg Age of Open Reports*

NaN

Quality Filter

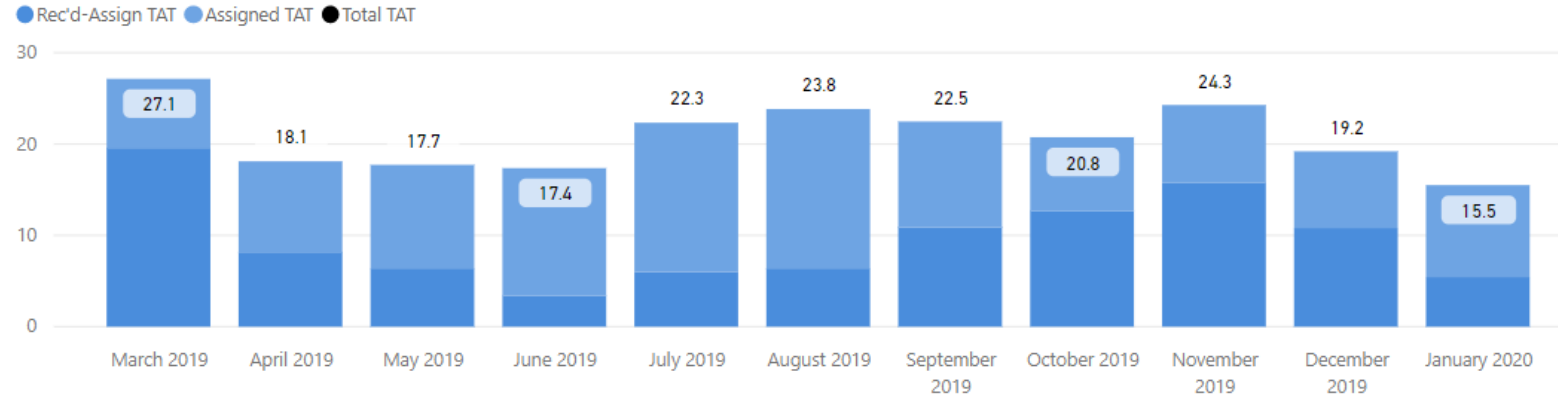
Audio/Video

Date Range

3/1/2019

1/31/2020

Total TAT by Month



Request Type

AV Examination

Priority Type

All

Selected Time Frame Averages

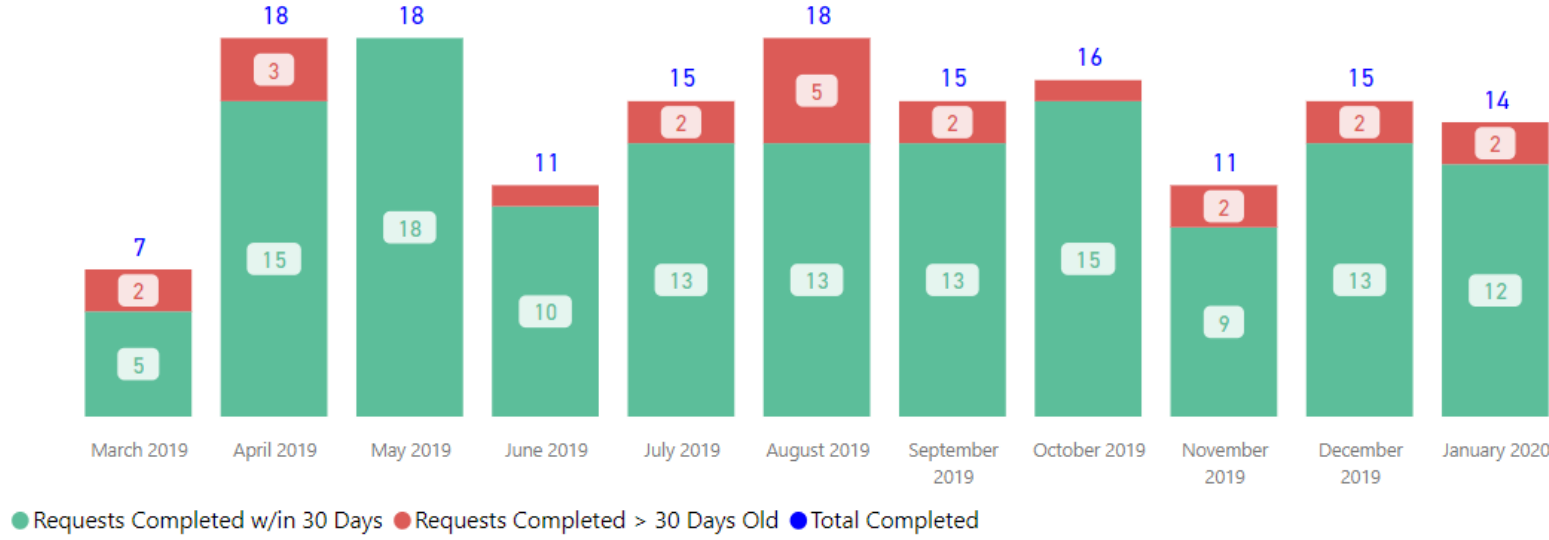
20.45

Total TAT (Rec'd-Compl.) Avg

11.47

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

158

Requests Completed

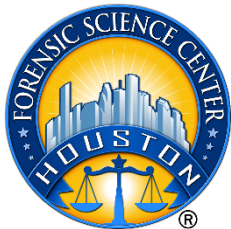
22

Requests Completed > 30 Days Old

13.92 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

AV Examination

Priority Type

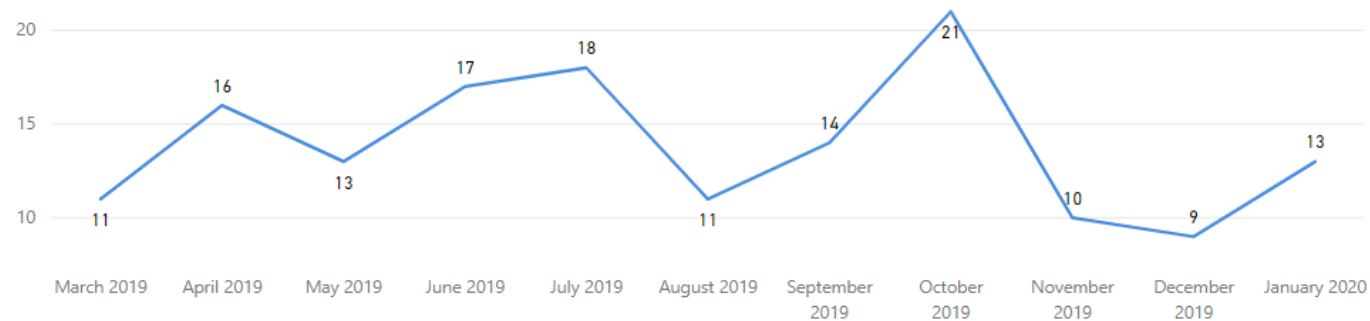
All

Received Filter

3/1/2019

1/31/2020

Received by Month



Total Received

153

Received per Month (Avg)*

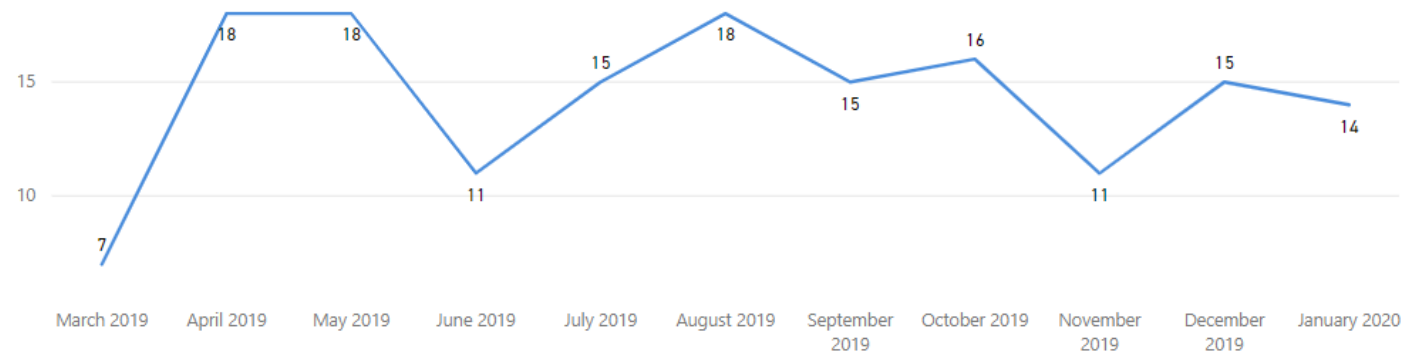
14

Completed Filter

3/1/2019

1/31/2020

Completed by Month



Total Completed

158

Completed per Month (Avg)*

14

* months with zero activity are not calculated into the average



Service

DFL

▼

Priority Type

All

▼

of Unassigned

47✓

Goal: 50 (+6%)

Pending Draft

8!

Goal: 5 (-60%)

Pending Tech

0✓

Goal: 5 (+100%)

Pending Admin

2✓

Goal: 5 (+60%)

Goal= Threshold for the max # of requests in each bucket

23

Justice Trax Past Critical Age

111

Avg Age of Requests >30 D...

205

Age-Oldest Unassigned

191

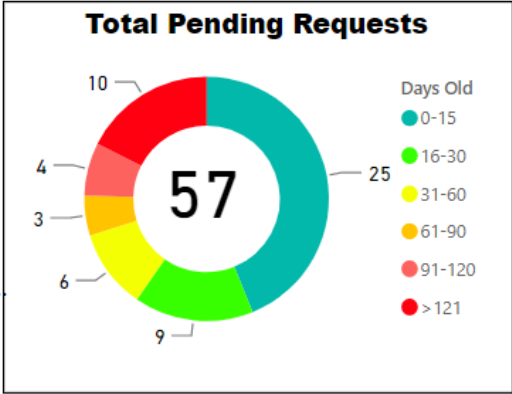
Age-Oldest Pending Draft

0

Age-Oldest Pending Tech

137

Age-Oldest Pending Admin



Overall TAT (Month to Date)

NaN✓

Goal: 45, 46

Overall TAT (Past 90 Days)

58.2!

Goal: 45, 46

TAT by Phase of Work (MTD)

JT-Assign TAT MTD

JT-Draft TAT MTD

JT-Tech Review TAT MTD

JT-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)



Month to Date

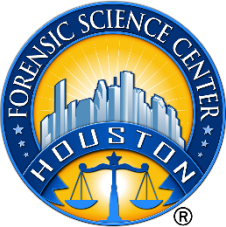
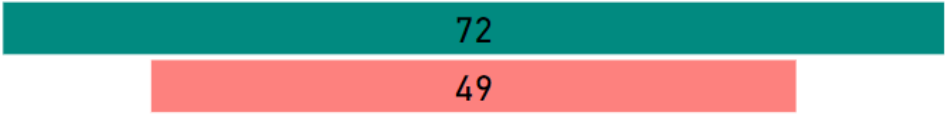
Completed

Received

30 Day Avg (Over Past 90 Days)

Completed

Received



For monthly totals refer to historical data on slides 81 and 82

Service
Priority Type

DME
All

of Unassigned
21!
Goal: 0

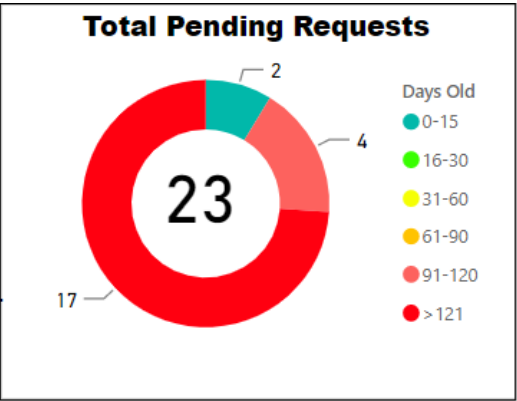
Pending Draft
2✓
Goal: 30 (+93.33%)

Pending Tech
0✓
Goal: 30 (+100%)

Pending Admin
0✓
Goal: 30 (+100%)

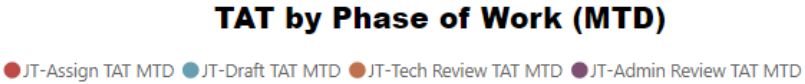
Goal= Threshold for the max # of requests in each bucket

21
Justice Trax Past Critical Age
156
Avg Age of Requests >30 D...
206
Age-Oldest Unassigned
4
Age-Oldest Pending Draft
0
Age-Oldest Pending Tech
0
Age-Oldest Pending Admin



Overall TAT
(Month to Date)
NaN✓
Goal: 30, 31

Overall TAT
(Past 90 Days)
121.5!
Goal: 30, 31



TAT by Phase of Work (Past 90 Days)



Open Quality Reports

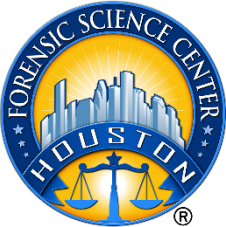
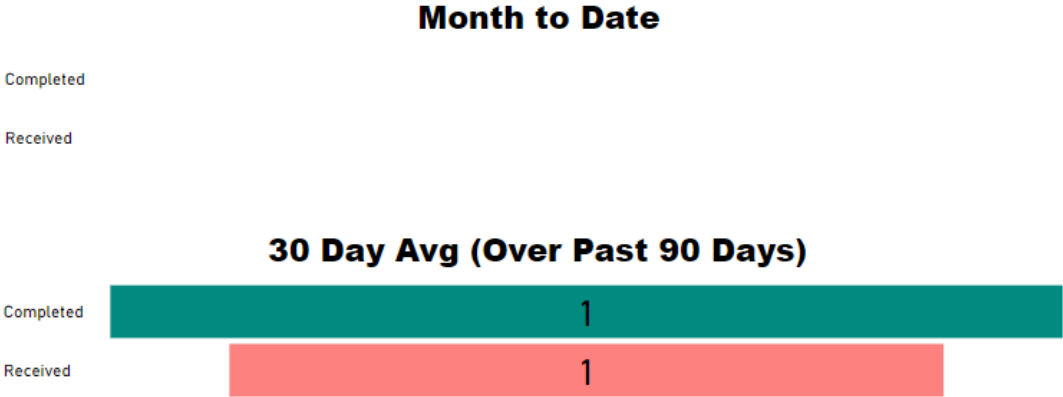
Qualtrax ID	Workflow #	Age

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT
34!
Goal: 30, 31

Avg Age of Open Reports*
NaN

Quality Filter
Digital Forensics



For monthly totals refer to historical data on slides 81 and 82

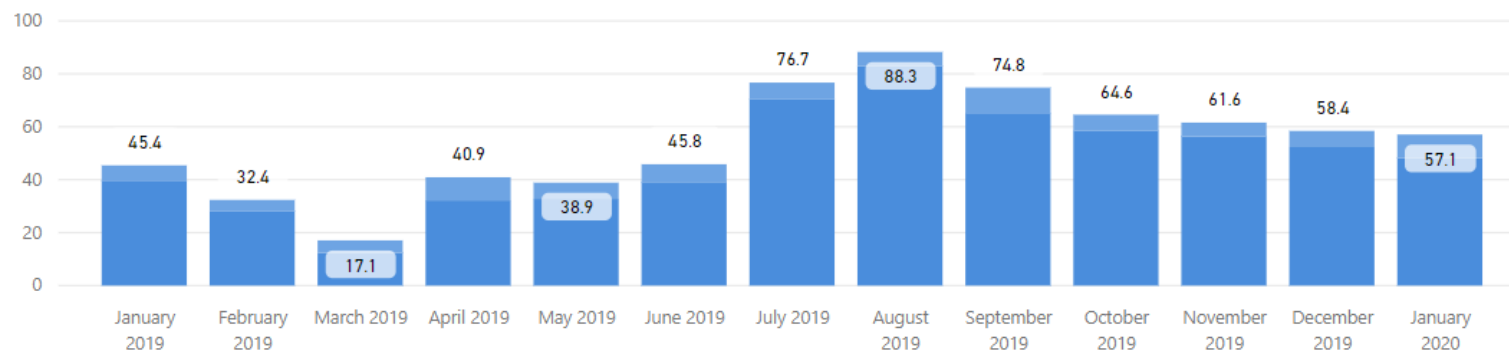
Date Range

1/1/2019

1/31/2020

Total TAT by Month

● Rec'd-Assign TAT ● Assigned TAT ● Total TAT



DFL and DME

Request Type

Multiple selections

Priority Type

All

Selected Time Frame Averages

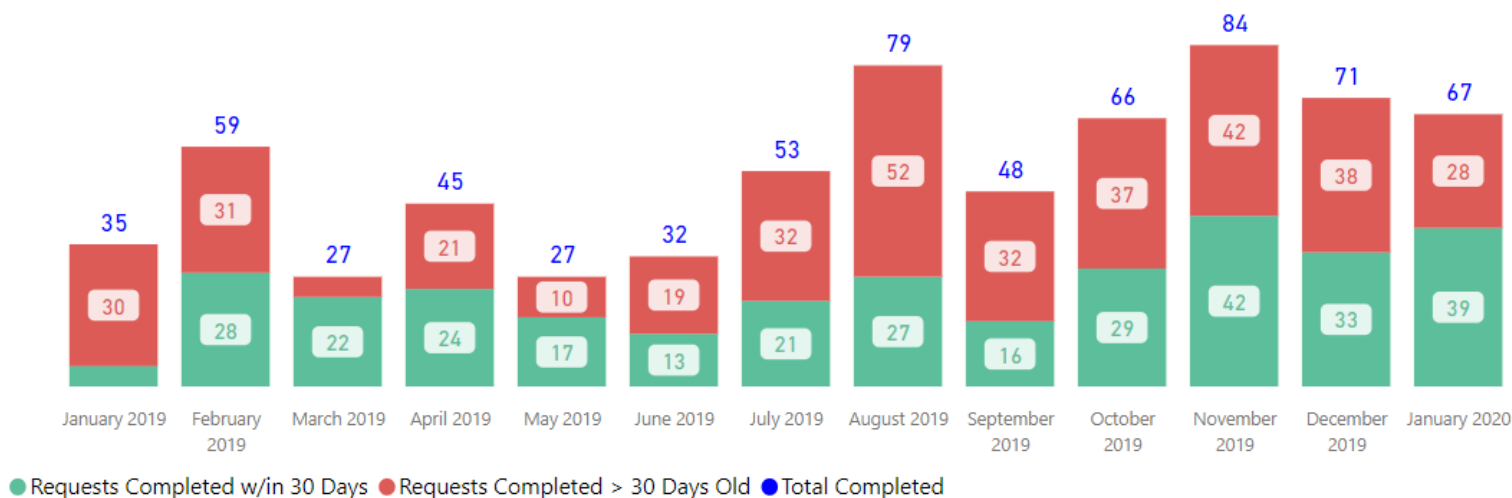
58.23

Total TAT (Rec'd-Compl.) Avg

6.41

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

693

Requests Completed

377

Requests Completed > 30 Days Old

54.40 %

% Completed > 30 Days Old



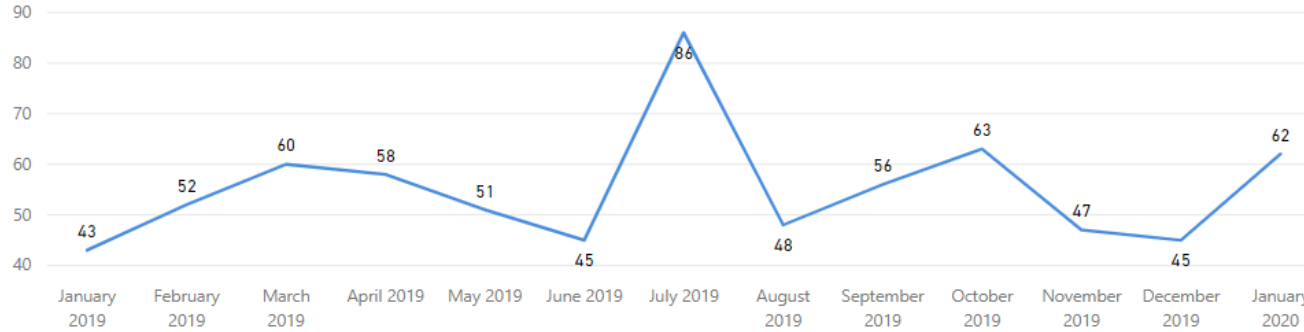
Requests more than 30 days old are considered to be backlogged requests

DFL and DME

Service Priority Type

Received Filter

Received by Month



Total Received

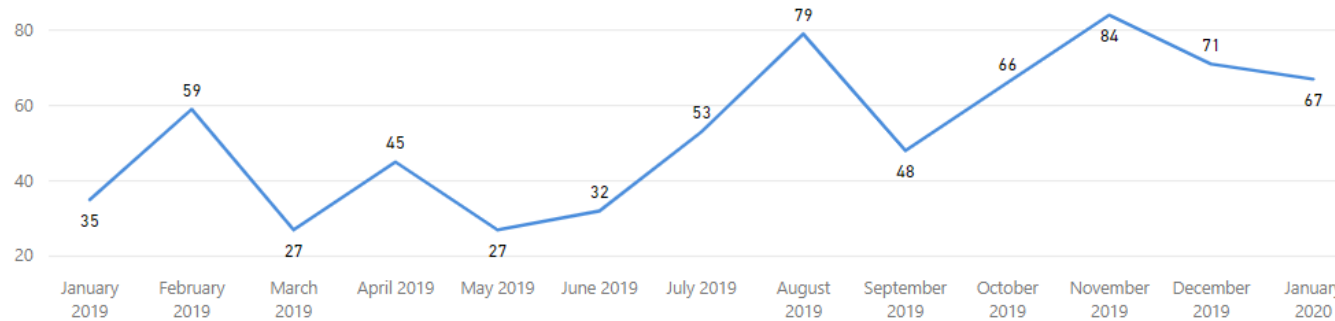
716

Received per Month (Avg)*

55

Completed Filter

Completed by Month



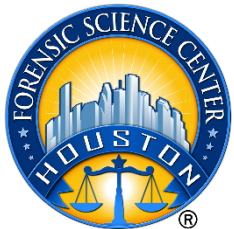
Total Completed

693

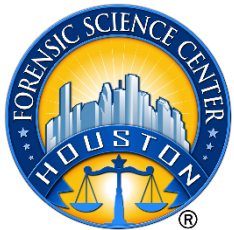
Completed per Month (Avg)*

53

* months with zero activity are not calculated into the average



Crime Scene Unit



Service
Priority Type

CSU Response
All

of Unassigned
0✓
Goal: 0

Pending Draft
83!
Goal: 30 (-176.67%)

Pending Tech
170!
Goal: 30 (-466.67%)

Pending Admin
0✓
Goal: 0

Goal= Threshold for the max # of requests in each bucket

53

Justice Trax Past Critical Age

65

Avg Age of Requests > 30 D..

0

Age-Oldest Unassigned

152

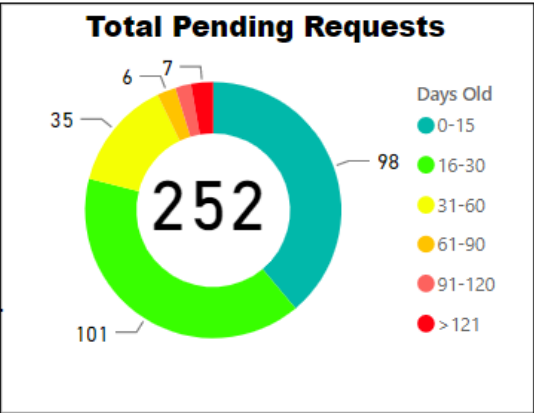
Age-Oldest Pending Draft

165

Age-Oldest Pending Tech

0

Age-Oldest Pending Admin



Overall TAT (Month to Date)

NaN✓

Goal: 30, 31

Overall TAT (Past 90 Days)

29.3✓

Goal: 30, 31

TAT by Phase of Work (MTD)

JT-Assign TAT MTD
JT-Draft TAT MTD
JT-Tech Review TAT MTD
JT-Admin Review TAT MTD

TAT by Phase of Work (Past 90 Days)



Month to Date

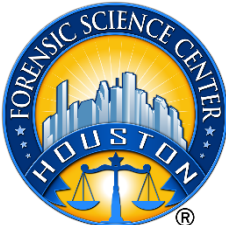
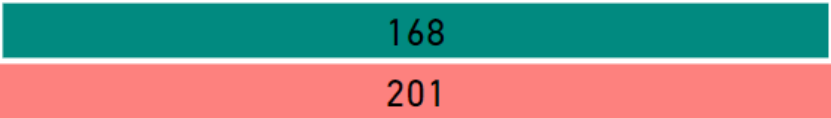
Completed

Received

30 Day Avg (Over Past 90 Days)

Completed

Received



Open Quality Reports

Qualtrax ID	Workflow #	Age

*Reports without a Workflow Id# are not included in the Avg Age

Quality TAT

34!

Goal: 30, 31

Avg Age of Open Reports*

NaN

Quality Filter

Digital Forensics

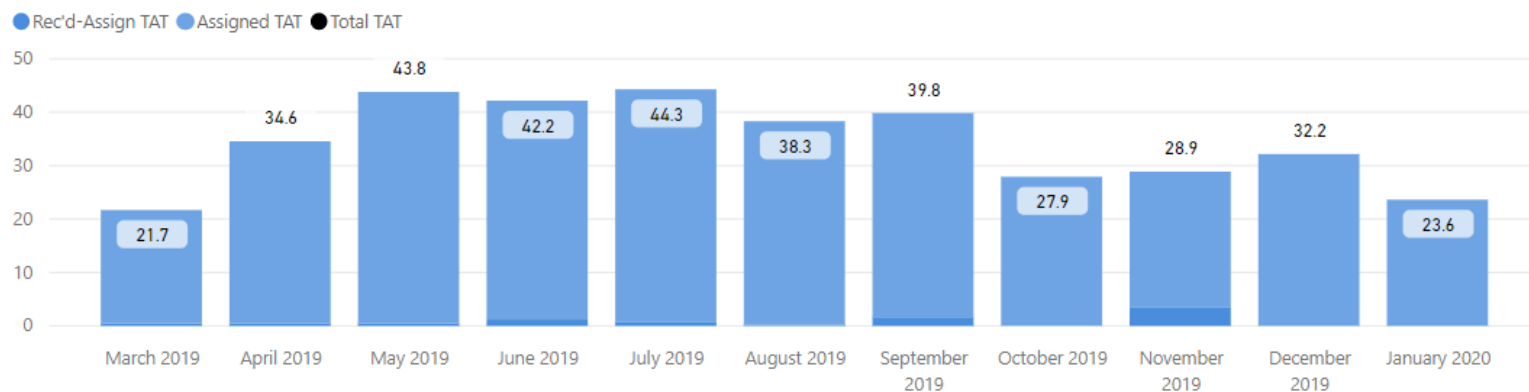
For monthly totals refer to historical data on slides 85 and 86

Date Range

3/1/2019

1/31/2020

Total TAT by Month



Request Type

CSU Response

Priority Type

All

Selected Time Frame Averages

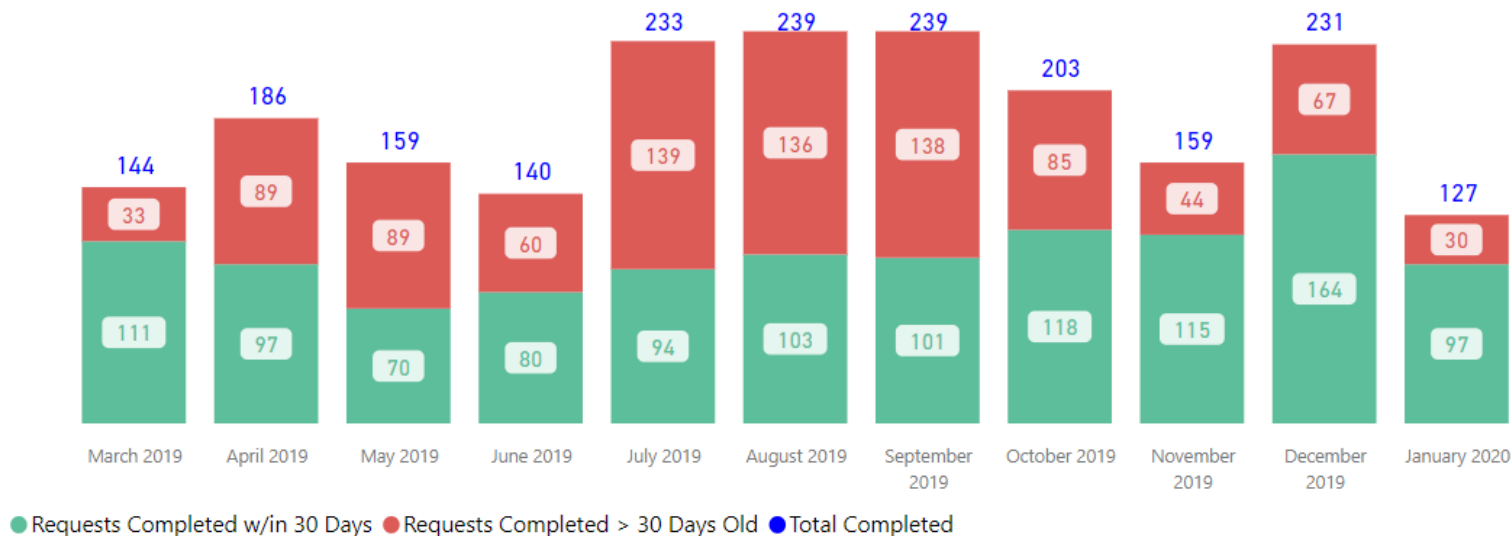
35.00

Total TAT (Rec'd-Compl.) Avg

34.21

Assigned TAT (Asgmt.-Compl.) Avg

Requests Completed



Received to Complete

2060

Requests Completed

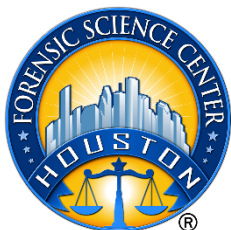
910

Requests Completed > 30 Days Old

44.17 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests



Service

CSU Response

Priority Type

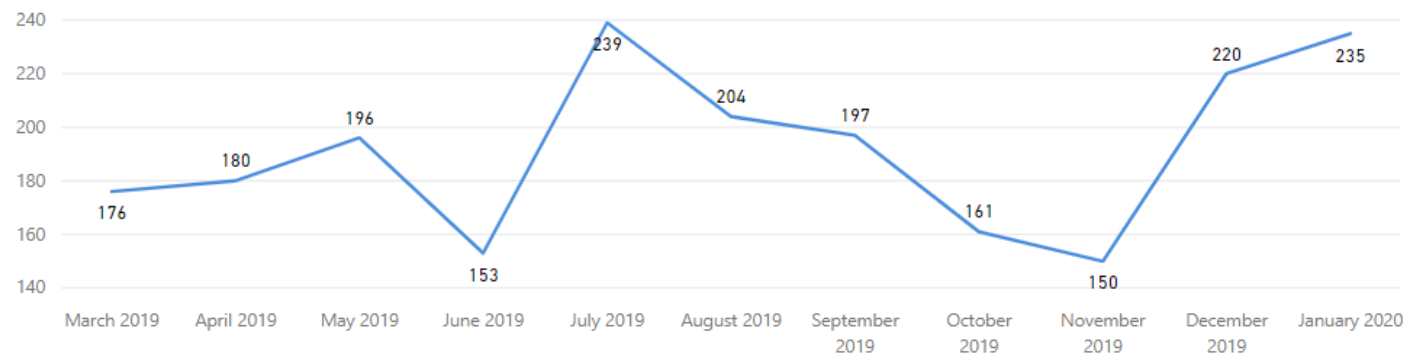
All

Received Filter

3/1/2019

1/31/2020

Received by Month



Total Received

2,111

Received per Month (Avg)*

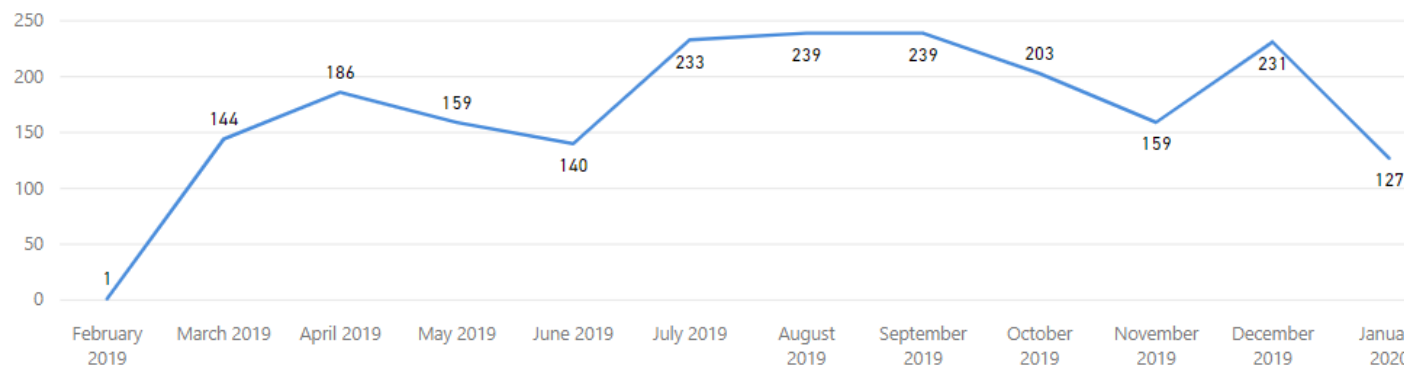
192

Completed Filter

3/1/2019

1/31/2020

Completed by Month



Total Completed

2,061

Completed per Month (Avg)*

172

* months with zero activity are not calculated into the average

