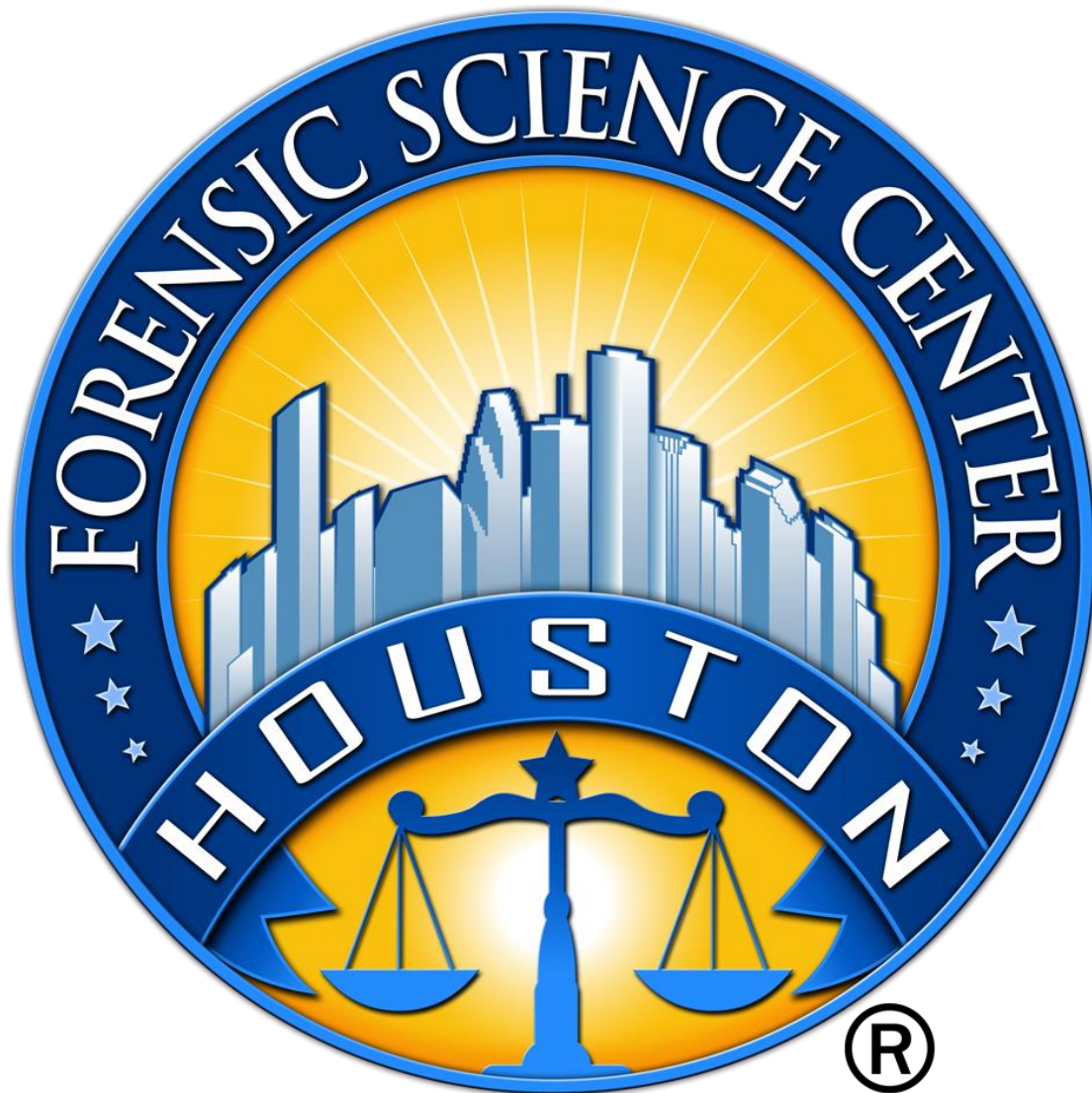


Houston Forensic Science Center, Inc.

Board of Directors Meeting

June 8, 2018



HOUSTON FORENSIC SCIENCE CENTER, INC.

NOTICE OF PUBLIC MEETING

June 8, 2018

Notice is hereby given that beginning at 9:00 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. Appointment and election of officers: Dr. Peter Stout as president, Dr. Amy Castillo as vice president, Mr. David Leach as treasurer and Ms. Jordan Benton as secretary.
4. Reading of draft minutes of May 11, 2018 Board meeting. Consideration of proposed corrections, if any. Approval of minutes.
5. Public Comment.
6. Report from Board Chair, including a monthly update of activities and other announcements.
7. Report from Ms. Lori Wilson regarding quality assurance, including review of testimony monitoring, proficiency tests and corrective actions.
8. Forensic Toxicology Analyst Corissa Rodgers gives status update on changes to the eDiscovery website.
9. Monthly operations report from Vice President and COO, including a review of turnaround times and backlogs.
10. Treasurer's report regarding company financials and other fiscal updates.
11. Report from President and CEO, including technical updates, outreach efforts, staffing changes and other corporate business items.
12. Executive session in accordance with Sections 551.071 and 551.074, et seq. of the Texas Government Code for deliberation regarding real property and to discuss a personnel matter between CEO and President Dr. Peter Stout and HFSC General Counsel Renee Byas.
13. Reconvene and discuss possible action related to executive session.

14. 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 may address any subject relevant to the purpose of the Corporation; however, under Texas law the Board may not respond to or otherwise discuss a subject not listed on the Agenda set out above. (Exception: The Board may discuss a proposal to place a subject on the agenda for a future meeting.) 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 meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or 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 that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Section 551.071-551.089, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 - Consultation with Attorney

Section 551.072 - Deliberation Regarding Real Property

Section 551.073 - Deliberation Regarding Prospective Gift

Section 551.074 - Personnel Matters

Section 551.076 - Deliberation Regarding Security Devices

Section 551.084 - Exclusion of Witness

Section 551.087 - Economic Development Negotiations

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, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

A. The open meeting covered by this Notice upon the reconvening of the public meeting,

or

B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

**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 5th day of June, 2018 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 5th day of June 2018.

Jordan Benton

Houston Forensic Science Center, Inc.

MEETING OF BOARD OF DIRECTORS

MINUTES

May 11, 2018

The undersigned, being the duly appointed secretary of the Houston Forensic Science Center, Inc., (the "Corporation") hereby certifies the following are true and correct minutes of the May 11, 2018 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 filed on May 8, 2018, 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 Nicole B. Cásarez, Board chairwoman, at approximately 9:01 a.m. on Friday May 11, 2018 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: Nicole B. Cásarez, Philip Hilder, Francisco G. Medina, Janet Blancett and Chief Mary Lentschke.

The following directors were absent: Anthony Graves, Dr. Robert "Bob" H. McPherson, Dr. Stacey A. Mitchell, Sandra Guerra Thompson and Tom P. Allen (ex-officio)

Chairwoman Cásarez declared a quorum was present

- E. Chairwoman Cásarez noted a draft of the minutes of the April 13, 2018 Board meeting had been distributed to the directors. Ms. Blancett made a motion to approve the minutes. Mr. Hilder seconded the motion. The motion passed unanimously.
- F. Chairwoman Cásarez asked if members of the public wished to address the Board. No one addressed the Board.
- G. Chairwoman Cásarez presented a chair's report. She welcomed Dr. Darrell Davis, a member of HFSC's Technical Advisory Group, to the meeting. Ms. Cásarez said she met with Mayor Sylvester Turner and he had asked her to serve another term on the Board. Ms. Cásarez said she had agreed to serve at least another year as Chairwoman to continue assisting with HFSC's facility needs. The Chairwoman told the Board of CNN would be airing its final episode of "Death Row Stories," featuring Mr. Graves' wrongful conviction and exoneration.
- H. Dr. McPherson joined the meeting at approximately 9:03 a.m.

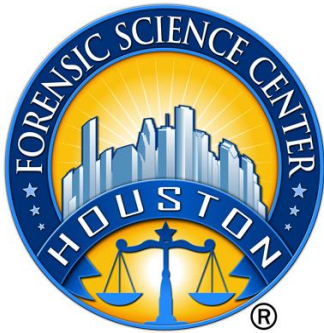
- I. Dr. Stout gave the president's report. Dr. Stout discussed pending disclosures to the Texas Forensic Science Commission (TFSC.) He reviewed the lab's grant proposals. Dr. Stout reviewed the April 2018 's average turnaround time (TAT), backlogs and requests received. Dr. Stout noted the continual decrease in the latent print backlog. Dr. Stout shared recent outreach activities, including a tour with Board member Philip Hilder. He also provided a staff update and shared information about staff who achieved certification in their field.
- J. Mr. Graves joined the meeting at approximately 9:25 a.m.
- K. Mr. Darrell Stein, director of information strategy, updated the Board on HFSC's ongoing transition to a new Laboratory Information Management System (LIMS). Mr. Stein reminded the Board of the project's complexity and said due to unforeseen issues that are being resolved, there is no deadline for when it will be complete. Currently, the team is transferring information to a cloud-based environment and ironing out last-minute issues with a custom-made request portal. Mr. Stein said three disciplines are operating in the new JusticeTrax LIMS. The remaining disciplines are still using the old LIMS until the new request portal is operational.
- L. Dr. Stout requested the Board extended his signing authority to \$350,000 to ensure the vendor, Catapult, can continue work on the custom-made portal. Dr. McPherson made a motion to approve the request. Mr. Hilder seconded the motion. The motion passed unanimously.
- M. Dr. Amy Castillo, vice president and COO, presented the operations report. She reminded the Board that the transition to the new LIMS and an independent network has impacted all operations. Dr. Castillo reported the Client Services & Case Management (CS/CM) division is expected to be accredited in June. As part of its accreditation, HFSC has informed stakeholders it will refuse to analyze evidence that is improperly handled or packaged. Chairwoman Casarez said the Board supports HFSC rejecting any evidence that has not been handled according to proper protocol. Dr. Castillo reviewed each section's scorecard, including CODIS (Combined DNA Index System) and process improvement projects. She talked about each section's TAT, accreditation, current backlogs among other updates. Mr. Jerry Pena, director of the Crime Scene (CSU) and digital & multimedia units, updated the board about his team's accomplishments.
- N. Ms. Courtney Head, manager of forensic biology, presented the Board with a plan for HFSC to eliminate a longstanding backlog in the DNA section She said the current plan would allow the lab to outsource all incoming work, including sexual assault kits (SAK), during the next 10-12 months. Ms. Head said by outsourcing incoming casework the section would be able to focus on cross-training all staff and eliminating backlogged cases. Staff needs to be cross-trained to do all parts of the DNA testing process to eliminate bottlenecks that cause backlogs. Ms. Head said she believed at the end of the outsourcing and training project the section would have a process in place that allows them to have a sustainable 30-day turnaround time. She said outsourcing will cost about \$2.43 million and would be paid for by HFSC and grant dollars. Board members expressed concern about whether testimony provided by analysts at a private laboratory would meet HFSC standards. They questioned whether it would be wise to retest

evidence in-house for cases that come to trial. Ms. Head said while this is done on occasion, there is a concern about consuming evidence in retesting and that all private labs are accredited and vetted ahead of time by HFSC's DNA technical lead to ensure they meet our standards. Ms. Head said the lab had also used outsourcing to successfully eliminate its inherited rape kit backlog, as well as a much smaller backlog that accumulated in 2016.

- O. Mr. Leach requested Board approval to reallocate funds in HFSC's FY18 budget. Chairwoman Cásarez made a motion to approve the budget reallocations. Dr. McPherson seconded the motion. The Board approved the budget reallocations unanimously.
- P. Mr. Leach presented a treasurer's report. Mr. Leach said HFSC is working to fill open positions and the budget will be fully used once personnel are hired. Mr. Leach gave a line-item overview of spending to-date as well as an update on grants.
- Q. Ms. Lori Wilson, quality director, gave an update for April 2018. Ms. Wilson shared information about proficiency tests, the blind quality control program and internal audits.
- R. Pursuant to Section 551.071, consultation with attorney, Section 551.072, deliberation regarding real property, and Section 551.074, personnel matters, of the Texas Government Code, the Board went into executive session at approximately 11:17 a.m. HFSC's general counsel Ms. Renee Byas, Dr. Stout and Dr. Castillo were present in the executive session.
- S. The executive session concluded at approximately 12:08 p.m. The meeting reconvened in open session.
- T. The Chairwoman reviewed that during the executive session, the Board reviewed Dr. Stout's performance over the past year. Ms. Casarez made a motion to provide Dr. Stout with a three percent pay raise. Dr. McPherson seconded the motion. The motion passed unanimously.
- U. The meeting ADJOURNED at approximately 12:09 p.m.

By: _____

Jordan Benton Secretary



Houston Forensic Science Center

INTEROFFICE MEMO

To: Peter Stout, PhD, President and CEO

From: Lori Wilson, Quality Director

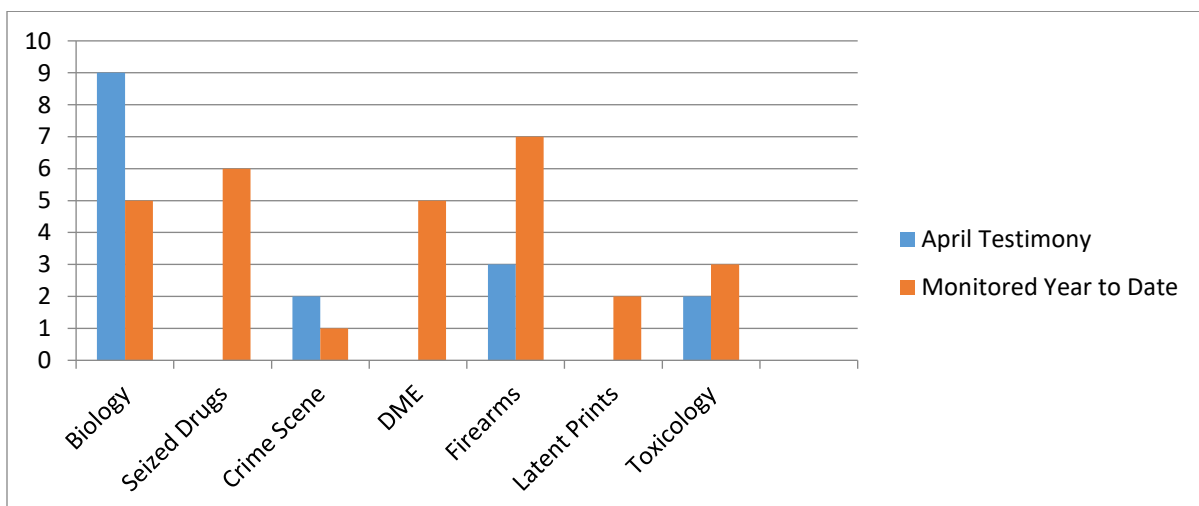
Cc: Amy Castillo, PhD, COO
Jerry Pena, Director, Crime Scene/Digital and Multimedia Division

Date: June 5, 2018

Re: Quality Division Update for May 2018

TESTIMONY MONITORING

Twelve staff members testified in sixteen proceedings during the month. Testimony was monitored in four proceedings. One of these was the first time this year the analyst was monitored.



PROFICIENCY TESTS

Proficiency activity is shown below.

| Test Identifier | Discipline | Number of Tests Assigned | Number of Participants | Date Assigned | Date Submitted to Provider | Issue? |
|-----------------|--|--------------------------|--------------------------|---------------|-----------------------------------|--------|
| 18-5701 | Forensic Biology | 8 | 15 | 1/9/2018 | 2/27/2018 | no |
| 18-5162 | Latent Prints | 1 | 1 external 6 internal | 1/30/2018 | 3/21/2018 | no |
| 18-564 | Toxicology: Blood Alcohol | 3 | 3 | 2/15/2018 | 4/13/2018 | no |
| PARF-A 2018 | Forensic Biology: Parentage | 1 | 1 | 2/22/2018 | 4/11/2018 | n/a |
| 18-5702 | Forensic Biology | 8 | varies | 3/23/2018 | 5/15/2018 | n/a |
| 18-5671 | Toxicology: Urine Drug | 2 | 2 | 3/27/2018 | n/a Drug Toxicology not online | n/a |
| 18-501 | Seized Drugs | 7 | 7 | 4/11/2018 | 5/24/2018 | n/a |
| 18-5332 | Latent Prints: Footwear Imprint Evidence | 1 | 1 | 4/11/2018 | 5/18/2018 | n/a |
| 18-0201 | Digital: Computer Examination | 6 | 6 | 5/15/2018 | due 7/13/2018 | n/a |
| 18-526 | Firearms Examination | 5 | 5 | 5/21/2018 | due 7/23/2018 | n/a |

BLIND QUALITY CONTROL PROGRAM

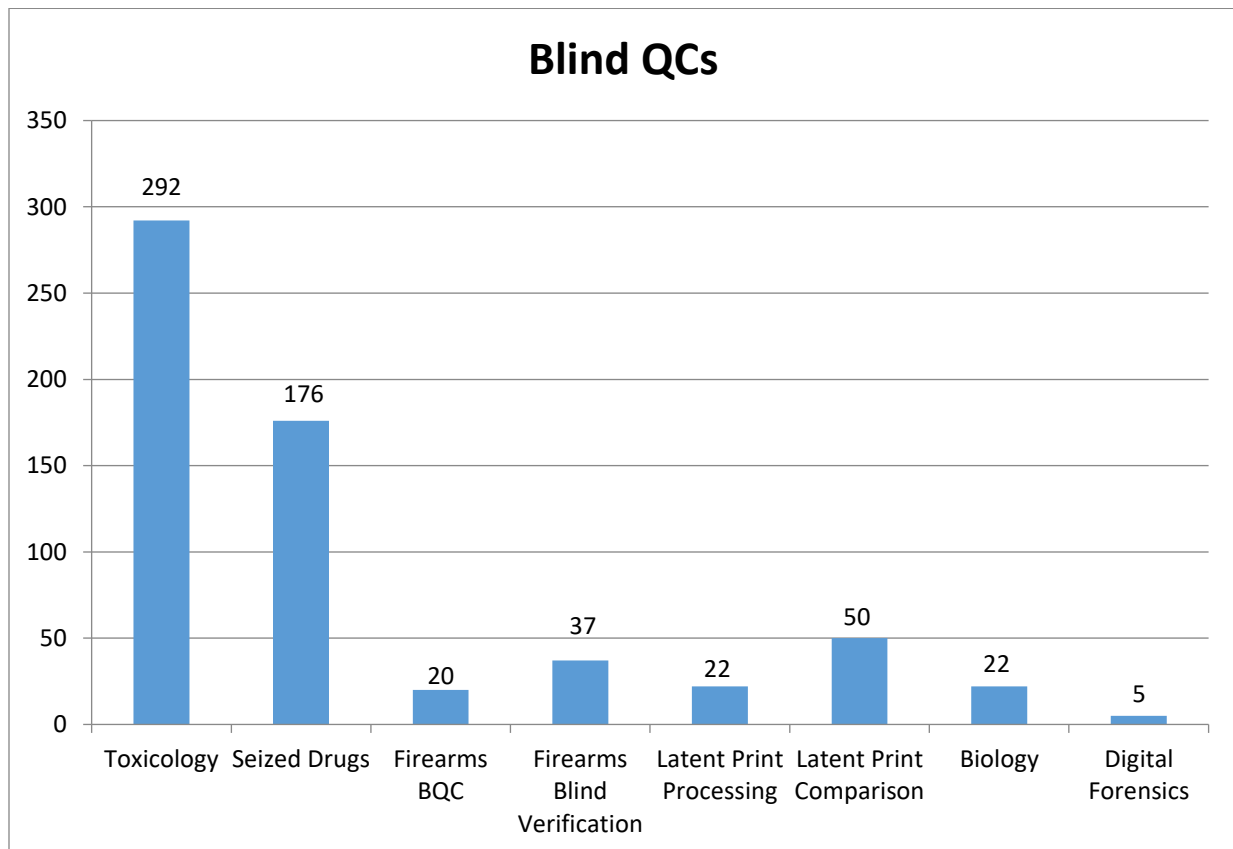
May activity is shown below.

| Discipline | Number of Cases Assigned | Number of Cases Completed | Results |
|----------------------------------|--------------------------|---------------------------|--------------|
| Toxicology | 14 | 8 | satisfactory |
| Seized Drugs | 33 | 30 | satisfactory |
| Firearms – Blind Quality Control | 1 | 0 | n/a |
| Firearms – Blind Verification | 1 | 1 | satisfactory |
| Latent Print Processing | 3 | 5 | satisfactory |
| Latent Print Comparison | 10 | 8 | satisfactory |

| | | | |
|-------------------|---|-----------------------------------|--------------|
| Biology | 0 | 1 including DNA, 1 screening only | satisfactory |
| Digital Forensics | 1 | 1 | TBD* |

- *Analysis is complete but, as of the date of this report, it has not been reviewed by the Quality Division.

As reported in April, a BQC cell phone was analyzed by the DFL but the report did not fulfill the entire request for analysis. The technical work was correct but in some instances the analyst provided only snippets of conversations instead of the entire text conversation. In routine casework, the item could be resubmitted to the DFL and the remaining conversations could be obtained. However, because the analyst had shown that technically he could do the work, the Quality Division did not resubmit the phone. Furthermore, the DFL SOP does not specifically address how to report information extracted manually (because the phone was a flip phone, the entire text message did not appear on the screen; the analyst had to scroll through the text to read the entire message). Therefore, this is being handled as a preventive action and the DFL SOP will be updated to include instructions for manual extraction and reporting.



This graph represents the number of BQC cases created since the beginning of the program (September 2015) through the end of May 2018.

Please see **Attachment 1** for additional BQC details.

INCIDENTS/CORRECTIVE/PREVENTIVE ACTIONS

Information regarding specific incidents and corrective actions reported during the month is included as **Attachment 2**.

COMPLAINTS

No complaints were received during the month.

The DNA complaint made against HFSC to the Texas Forensic Science Commission in January 2017 remains open.

DISCLOSURES

There were no disclosures made during the month.

AUDITS and INSPECTIONS

The Crime Scene Unit internal audit was conducted the week of May 21. The audit report is not final but nonconformance information is paraphrased below.

- There were several instances of grammatical errors and other administrative mistakes in reports that should have been corrected during administrative review.
- CSU reports do not include measurement uncertainty nor a statement indicating that all measurements are approximate. The type of measuring device and the identity of the measuring device used on each scene are not recorded in the case record.
- Some scene diagrams included the offense date but did not include the date the diagram was created as required by the Quality Manual.
- One report did not include reference to all items collected at the scene and submitted to the HPD Property Room as required by SOP.
- To date, CSU has a proficiency testing policy and procedure but has not completed any tests.
- Photographs of tire track evidence included an L-scale but did not also include a tape measure as required by SOP.
- A porous control was used to test a crime scene reagent, but the SOP requires a non-porous control.
- In some instances, all evidence items included on the crime scene rough sketch were not included on the final scene diagram.

The Quality Division conducted chain of custody audits from April 16th - 27th for disciplines currently operating in JusticeTRAX LIMS, which includes Digital Forensics, Seized Drugs and Latent Prints. Inconsistencies were noted in approximately 2% (23) of the 1176 case records reviewed. Inconsistencies included:

- gaps (more than one day) between the transfer of evidence from Porter Lee LIMS and creation of the evidence in JusticeTRAX LIMS
- creation of evidence in JusticeTRAX prior to transfer of the items from Porter Lee

The Quality Division recommends a standardized procedure for transfer of evidence between LIMS be created and communicated to all disciplines to prevent additional inconsistencies when the other disciplines transition to JusticeTRAX. In addition, chain of custody reviews should be included in the technical or administrative review process. This will be included as a requirement in the next issue of the Quality Manual.

Quality File Reviews were completed on ten DFL case records. No administrative nonconformances were noted in any of them.

Please let me know if you have any questions or need additional information.

Attachment 1



Blind Quality Testing Project Update – May 2018

Quality Division Goals

| Discipline | Target Cases Assigned |
|----------------------------------|-----------------------|
| Seized Drugs | 30/month |
| Toxicology | 14/month |
| Biology | 4/month |
| Firearms – Blind Verification | 1/month |
| Firearms – Blind Quality Control | 1/month |
| Latent Print Processing | 3/month |
| Latent Print Comparison | 10/month |
| Digital Forensics | 1/month |

Challenges

- Biology blinds are temporarily on hold until a definitive CODIS upload process has been established to ensure that BQC donor profiles are not inadvertently uploaded (continued from last month)
- The Quality Division relies on Firearms section management to create BQC cases; due to their workload the goal was almost not met this month

Forensic Discipline Cases Assigned

| | |
|------------------------------|----|
| Seized Drugs | 30 |
| Toxicology | 14 |
| Biology | 0 |
| Firearms: Blind Verification | 1 |
| Firearms: Blind Quality Test | 1 |
| Latent Print Processing | 3 |
| Latent Print Comparison | 10 |
| Digital Forensics | 1 |

On Target

Near Target

Target Not Met

May 2018 Results

| Forensic Discipline | Cases Completed |
|----------------------------------|-----------------|
| Seized Drugs | 30 |
| Toxicology – BAC | 7 |
| Biology | 1 (DNA) |
| Firearms – Blind Verification | 0 |
| Firearms – Blind Quality Control | 0 |
| Latent Print Processing | 5 |
| Latent Print Comparison | 8 |
| Digital Forensics | 1 |

Mitigation

- Biology staff members are establishing a CODIS upload procedure
- The Quality Division gave ideas to the Firearms section for preparing cases in advance rather than waiting until the end of the month

Achievements

- The Seized Drug goal was increased to 30/month for this month
- The Latent Print Comparison goal was increased to 10/month
- All but one section goal was met or exceeded

Attachment 2

Quality Division Notifications

Incidents, Corrective and Preventive Actions

Friday, June 1, 2018

3:46:46 PM

Page 1 of 3

| Quality Notified | Summary of Notification | Comments |
|--|-------------------------|---|
| Client Services/Case Management | | |
| 2018-031 IR | 5/29/2018 | A CS/CM Specialist transferred accessioned evidence to a rack location within Toxicology refrigerator 5, but the LIMS chain of custody for these items showed the rack was in Refrigerator 3. |
| 2018-033 IR | 5/4/2018 | A DWI toxicology kit was accepted and accessioned by a CS/CM Specialist without initials across the seal. The evidence should have been rejected since it did not have a proper seal as defined in the Quality Manual and the Toxicology Analytical Manual. |
| Crime Scene | | |
| 2018-041 CAR | 5/31/2018 | Swabs that were not properly labeled were found in a crime scene unit vehicle. The swabs have been circumstantially linked to a case based on logbook records and the recollection of the investigator however the swabs were not documented in the crime scene investigator's notes. |
| Digital Forensics | | |
| 2018-036 IR | 5/10/2018 | An analyst was photographing a submitted cell phone as part of her examination when the camera fell from the tripod, struck the evidence device, and damaged the screen. |
| Forensic Multimedia Unit | | |
| 2018-032 CAR | 5/7/2018 | In three cases, documentation of the original digital evidence items was not captured before the items were labeled with the forensic case number, item number, analyst initials, and date. This is a violation of the FMU SOP. |

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

Friday, June 1, 2018

3:46:46 PM

Page 2 of 3

| | Quality Notified | Summary of Notification | Comments |
|---------------------------------|------------------|---|----------|
| 2018-IA-33 CAR | 5/30/2018 | A forensic software used during analysis was not included on the written report as required by FMU SOP. | |
| Latent Prints | | | |
| 2018-037 IR | 5/14/2018 | While attempting to issue an amended latent print comparison report, the original report (issued in JusticeTrax LIMS on 12/29/2017), was inadvertently reset. When the original report was reset, all of the milestones associated with it were lost and the original report was replaced in JT LIMS by the amended report. | |
| 2018-039 IR | 5/22/2018 | Evidence described as containing 'possible dried blood' was analyzed by the Latent Print Unit. The Unit did not communicate with the stakeholder prior to analysis to determine if the possible blood was considered evidence. HFSC is in the process of writing a company-wide collection and preservation of biological evidence policy to address situations such as this one. | |
| 2018-040 CAR | 5/22/2018 | A preliminary AFIS association report issued by the Latent Print Unit included reference to an incorrect forensic case number. An amended report will be issued. | |
| Seized Drugs | | | |
| 2018-034 IR | 5/9/2018 | The analyst analyzed the correct item but included an incorrect item number and item description on the laboratory report. This administrative error did not have an impact on the analytical results. | |
| Toxicology | | | |

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Quality Division Notifications

Incidents, Corrective and Preventive Actions

Friday, June 1, 2018

3:46:46 PM

Page 3 of 3

| | Quality Notified | Summary of Notification | Comments |
|------------------------------|------------------|---|----------|
| 2018-035 IR | 5/10/2018 | While scanning historical Toxicology case records, the Client Services/Case Management Division noticed an incorrect 2014 forensic case number was associated with a 2013 HPD incident number. Further research discovered that due to a sequencing glitch in LIMS, multiple cases got their forensic case number re-assigned. The total number of affected cases are yet to be determined. | |
| 2018-038 IR | 5/16/2018 | After completion of alcohol analysis, evidence items were transferred into Toxicology Refrigerator 3. However , the chains of custody indicated the items were transferred to Toxicology Refrigerator 5. | |

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.



eDiscovery Update

Corissa Rodgers
June 2018

What is eDiscovery?

- Electronic records search and archive
 - Accreditation
 - SOPs and manuals
 - Technical records
 - Training records
- User-friendly search filters
- Tool for HFSC staff and stakeholders alike
- Commonly requested records

The screenshot shows the top navigation bar of the HFSC website. On the left is the HFSC logo, which features a circular emblem with a city skyline and the text "FORENSIC SCIENCE CENTER HOUSTON". To the right of the logo is a "Contact Us" section with a phone number "(713) 929-..." and an email address "info@hous...". Below the logo is a yellow button labeled "Discovery Portal - Home". To its right are links for "Forensic Divisions" (with a dropdown arrow), "New Updates", "FAQ", and "EDIT LINKS".

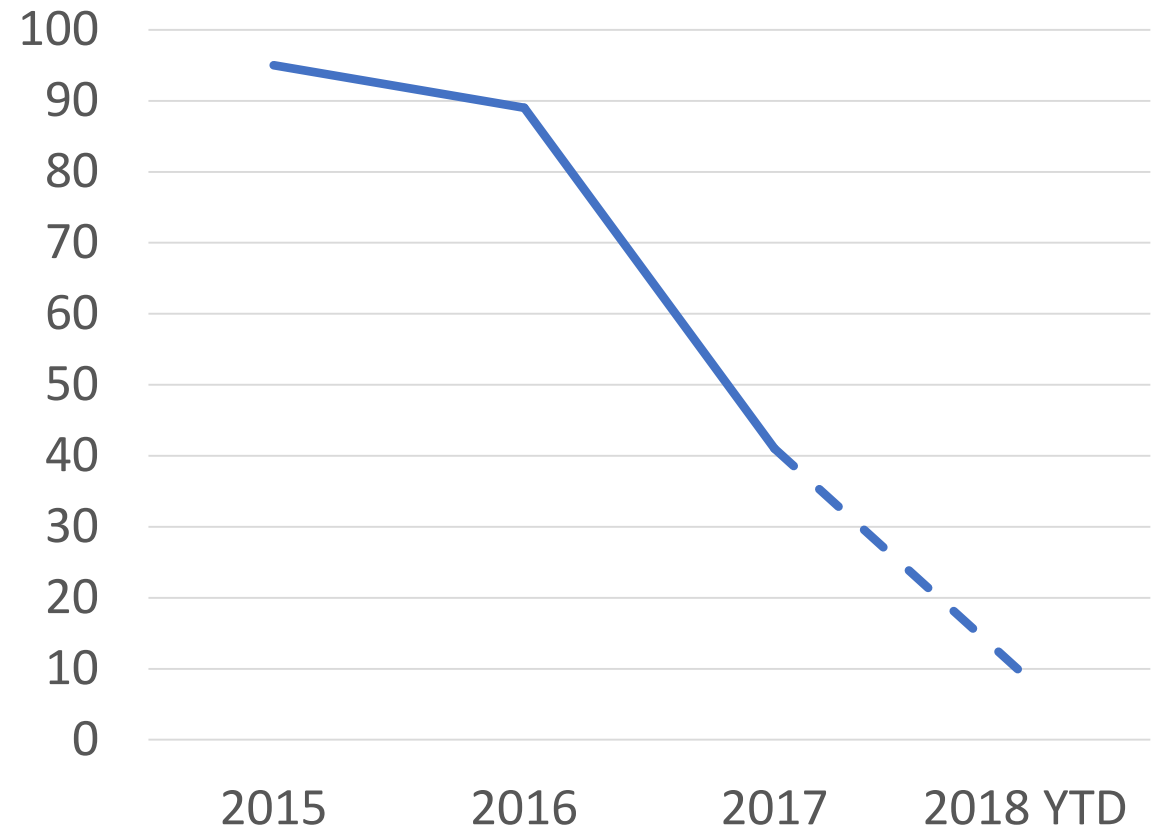
The main content area has a blue header with the text "Welcome to Houston Forensic Science Center Record Search". Below this, a paragraph states: "This page is the entry point to our electronic records database, which contains our procedures, maintenance records, and other quality documents." Below this paragraph is a line of text: "Please contact HFSC directly for case-specific documents." Below that is a search bar with the placeholder text "Search..." and a magnifying glass icon. Below the search bar is a tip: "Tip: Use a wildcard(*) to expand your search. Example: **cert*** will search for both certification and certificate." To the right of the tip is a link labeled "Advanced Search".

The bottom navigation bar is dark blue and contains three items: a globe icon followed by the text "HFSC Website", a document icon followed by the text "New Updates", and a speech bubble icon with a question mark followed by the text "Have a Question".

Why eDiscovery?

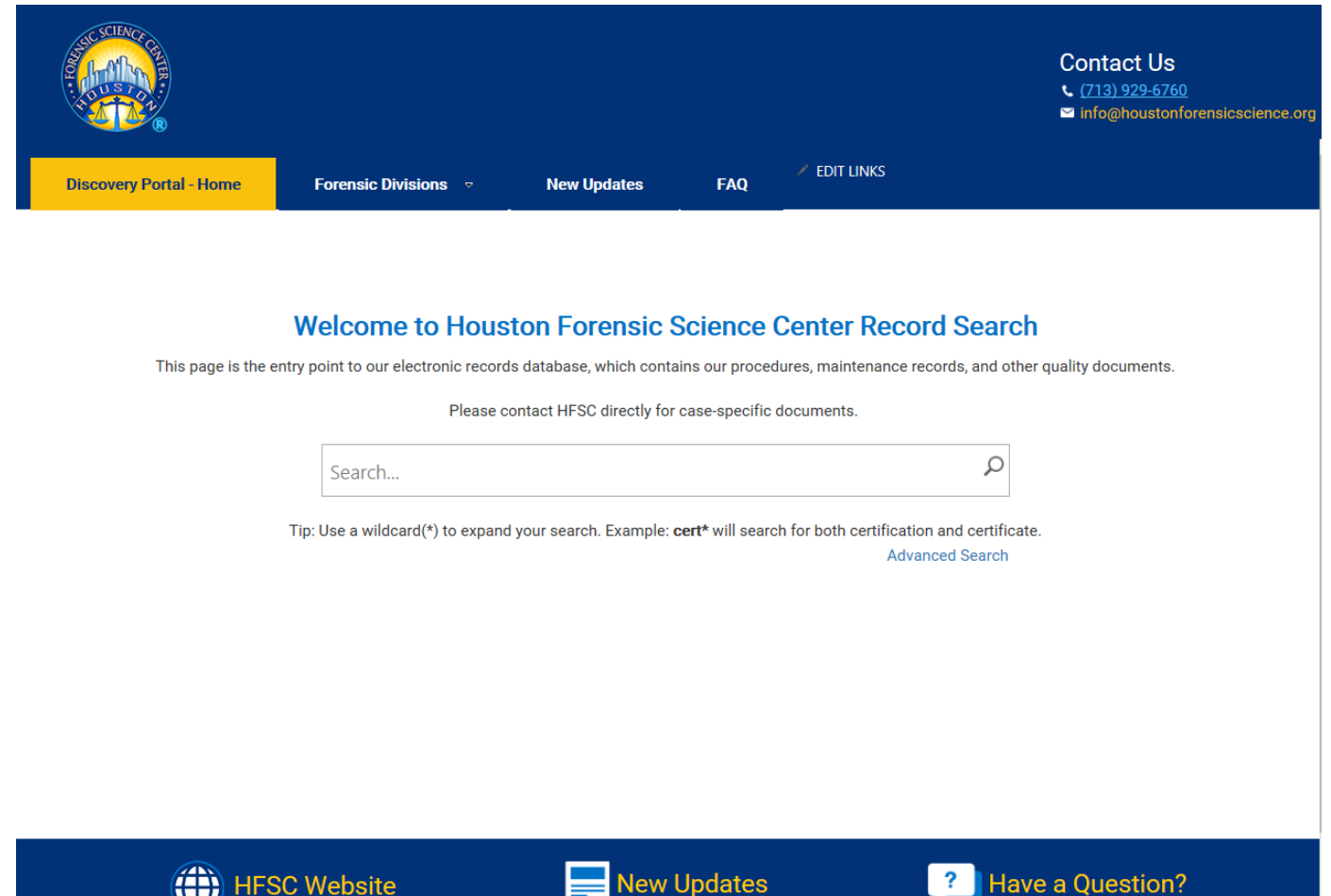
- Time savings
 - Public records requests
 - Discovery order compilation
- Quick access from anywhere
 - Testimony
 - Daily use
- Commitment to transparency
- Leading by example
 - TFSC wants all Texas labs to follow suit
 - Texas DPS, Idaho State Police

Effect on Public Information Requests (by year)



What's going on?

- Improving website
 - Ease of use
 - Better searching
 - More information available
- All sections uploading and approving documents
 - Training at least 2 reps from each section
 - Starting small: current SOPs and training manuals



What's going on?

- Improving website
 - Ease of use
 - Better searching
 - More information available
- All sections uploading and approving documents
 - Training at least 2 reps from each section
 - Starting small: current SOPs and training manuals

The screenshot shows the Houston Forensic Science Center (HFSC) Record Search website. The header is dark blue with the HFSC logo on the left and contact information on the right. The logo features a circular emblem with a scale of justice and the text "FORENSIC SCIENCE CENTER" and "HOUSTON, TEXAS". The contact information includes a phone number (713) 929-6760 and an email address info@houstonforensicscience.org. Below the header is a navigation bar with links: "Discovery Portal - Home" (highlighted in yellow), "Forensic Divisions", "New Updates", and "FAQ". The main content area has a title "Welcome to Houston Forensic Science Center Record Search" and a subtitle "This page is the entry point to our electronic records database, which contains our procedures, maintenance records, and other quality documents." Below this is a search bar with the placeholder text "Search..." and a magnifying glass icon. To the right of the search bar is a "Clear filters" link. Below the search bar is a list of search results, each preceded by a small icon. The results include: "FMU Training Manual", "Performance Check_7903_2018-05-29", "Maintenance Log_7903_2018-05-29", "2018-1A-01", "2018-1A-27", "Performance Check_pH Meter_2018-05-21", "Performance Check_Balance_2018-05-21", "Service Report_Refrigerator-3_2018-05-21", "Maintenance Log_HS-2_2018-05-21 to 2018-05-25", "Maintenance Log_Tecan-2_2018-05-21 to 2018-05-25", and "2018-033". On the left side of the search results, there are two filter sections: "Division" and "Category". The "Division" section has a list of checkboxes for various divisions: Administration, Client Services/Case Management, Crime Scene, Digital/Multimedia Evidence, Firearms, Forensic Biology, Latent Prints, Quality, Seized Drugs, and Toxicology. The "Category" section has a list of checkboxes for various categories: Accreditation, Audits and Reviews, Authorization Memo, and Batch/Sequence.

FORENSIC SCIENCE CENTER
HOUSTON, TEXAS

Contact Us
(713) 929-6760
info@houstonforensicscience.org

Discovery Portal - Home Forensic Divisions New Updates FAQ

Welcome to Houston Forensic Science Center Record Search

This page is the entry point to our electronic records database, which contains our procedures, maintenance records, and other quality documents.

Please contact HFSC directly for case-specific documents.

Search...

Tip: Use a wildcard(*) to expand your search.
Example: cert* will search for both certification and certificate.

Clear filters

Division

- ☐ Administration
- ☐ Client Services/Case Management
- ☐ Crime Scene
- ☐ Digital/Multimedia Evidence
- ☐ Firearms
- ☐ Forensic Biology
- ☐ Latent Prints
- ☐ Quality
- ☐ Seized Drugs
- ☐ Toxicology

Category

- ☐ Accreditation
- ☐ Audits and Reviews
- ☐ Authorization Memo
- ☐ Batch/Sequence

FMU Training Manual

Performance Check_7903_2018-05-29

Maintenance Log_7903_2018-05-29

2018-1A-01

2018-1A-27

Performance Check_pH Meter_2018-05-21

Performance Check_Balance_2018-05-21

Service Report_Refrigerator-3_2018-05-21

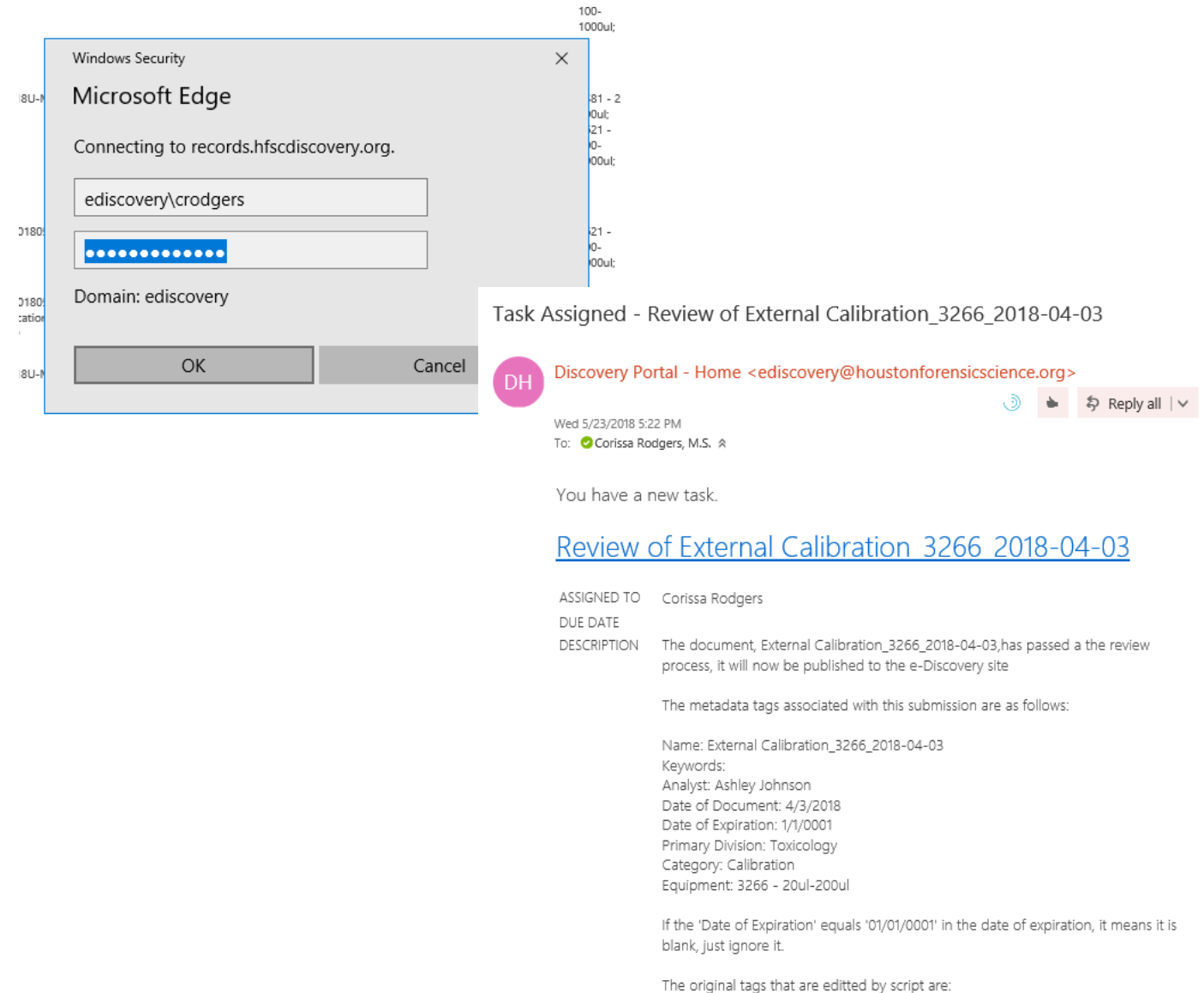
Maintenance Log_HS-2_2018-05-21 to 2018-05-25

Maintenance Log_Tecan-2_2018-05-21 to 2018-05-25

2018-033

Smooth sailing?

- Internal: logging in
 - Up to 5 attempts before lockout
 - Please type carefully!
 - IT ticket if all else fails
- Internal: approval workflows
 - IT designing each section workflow by hand
 - Testing and revising



The image shows two overlapping windows. The background window is a Windows Security login dialog for Microsoft Edge, titled 'Connecting to records.hfscdiscovery.org.'. It contains a username field with 'ediscovery\crodgers', a password field with masked characters, and a 'Domain: ediscovery' label. There are 'OK' and 'Cancel' buttons at the bottom. The foreground window is an email notification from the 'Discovery Portal - Home' with the subject 'Task Assigned - Review of External Calibration_3266_2018-04-03'. The email is dated 'Wed 5/23/2018 5:22 PM' and is addressed to 'Corissa Rodgers, M.S.'. The body of the email states: 'You have a new task.' followed by a link to 'Review of External Calibration 3266 2018-04-03'. Below the link, it lists assignment details: 'ASSIGNED TO: Corissa Rodgers', 'DUE DATE', and 'DESCRIPTION: The document, External Calibration_3266_2018-04-03, has passed a the review process, it will now be published to the e-Discovery site'. It then lists metadata tags: 'Name: External Calibration_3266_2018-04-03', 'Keywords:', 'Analyst: Ashley Johnson', 'Date of Document: 4/3/2018', 'Date of Expiration: 1/1/0001', 'Primary Division: Toxicology', 'Category: Calibration', and 'Equipment: 3266 - 20ul-200ul'. A note explains that a blank 'Date of Expiration' means it should be ignored. Finally, it states 'The original tags that are edited by script are:'.

Windows Security

Microsoft Edge

Connecting to records.hfscdiscovery.org.

ediscovery\crodgers

Domain: ediscovery

OK Cancel

Task Assigned - Review of External Calibration_3266_2018-04-03

Discovery Portal - Home <ediscovery@houstonforensicscience.org>

Wed 5/23/2018 5:22 PM

To: Corissa Rodgers, M.S.

You have a new task.

[Review of External Calibration 3266 2018-04-03](#)

ASSIGNED TO Corissa Rodgers

DUE DATE

DESCRIPTION The document, External Calibration_3266_2018-04-03, has passed a the review process, it will now be published to the e-Discovery site

The metadata tags associated with this submission are as follows:

Name: External Calibration_3266_2018-04-03

Keywords:

Analyst: Ashley Johnson

Date of Document: 4/3/2018

Date of Expiration: 1/1/0001

Primary Division: Toxicology

Category: Calibration

Equipment: 3266 - 20ul-200ul

If the 'Date of Expiration' equals '01/01/0001' in the date of expiration, it means it is blank, just ignore it.

The original tags that are edited by script are:

Next steps

- Uploading and approving
 - Current SOPs and training manuals
 - By June 15
- Going live with improved site
 - End of June
- Notifying stakeholders

For Approval - Analytical Manual_v3.1_Eff 2018-02-21 to...

EDIT

Check In Cancel Paste Cut Copy Delete Item

Commit Clipboard Actions

The document was uploaded successfully and is checked out to you. Check that the fields below are correct and that all required fields are filled out. The file will not be accessible to other users until you check in.

Name * Analytical Manual_v3.1_Eff 2018-02-21 to Prese .pdf

Keyword

Date of Document * 2/21/2018

Date of Expiration

Division * Toxicology

Category * Standard Operating Procedure

Equipment

Task Status Not Started

Analyst * Dayong Lee x

AnalysisType

Equipment Type

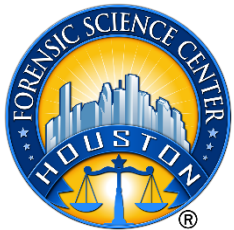
Created at 6/5/2018 3:43 PM by Corissa Rodgers

Last modified at 6/5/2018 3:43 PM by Corissa Rodgers

Save Cancel

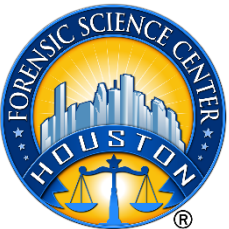
President's Report

June 8, 2018



Strategic planning

- 3 years into the 5-year plan, the point to revisit
- Some items no longer relevant
- Started with a smaller group to set high-level framework
- Next group ~40 people including managers and staff (June 15)
- Next will be broader input still
- Align what the goals and measurements are with how we operate

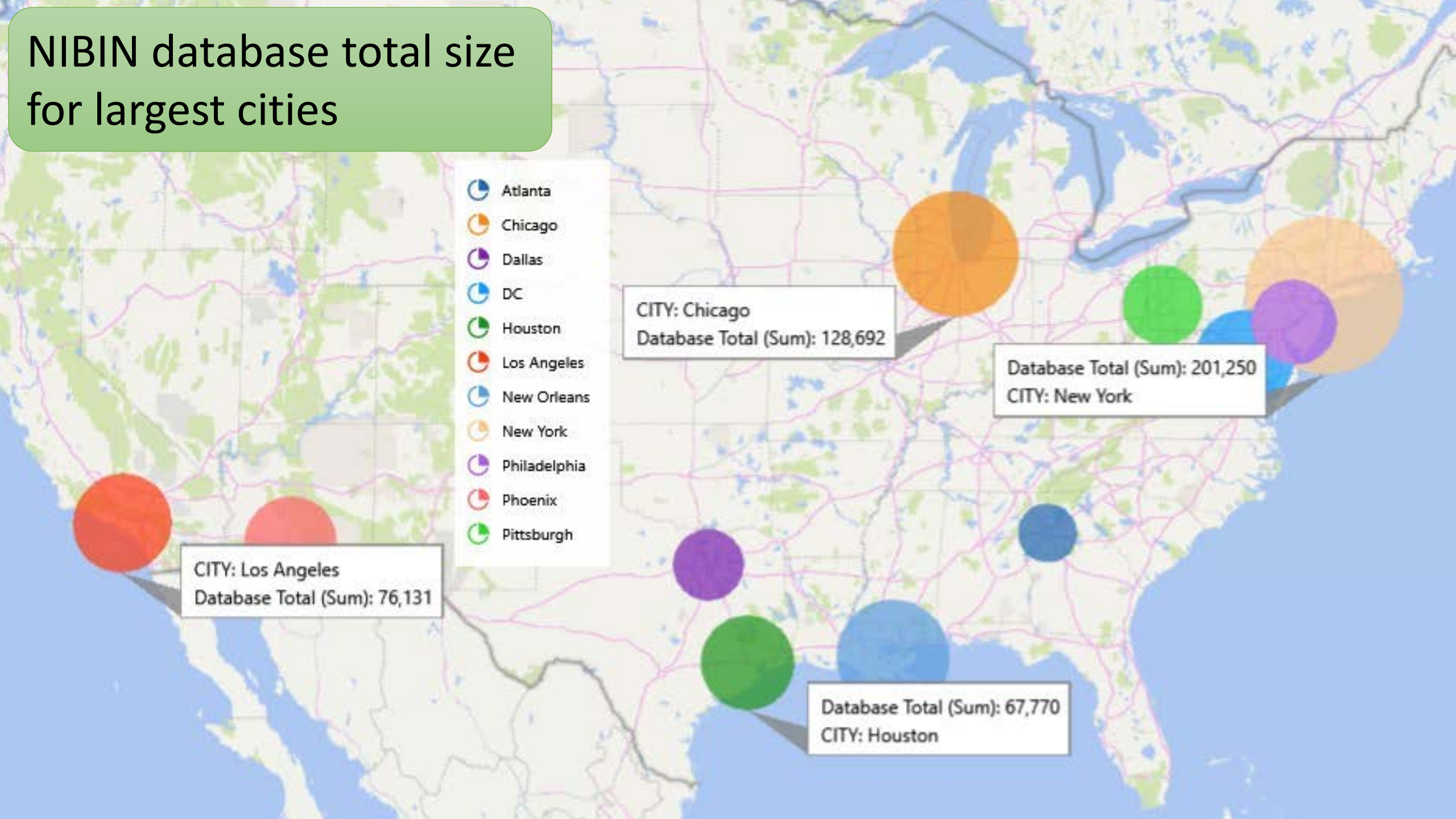


Mayor's commission on gun violence

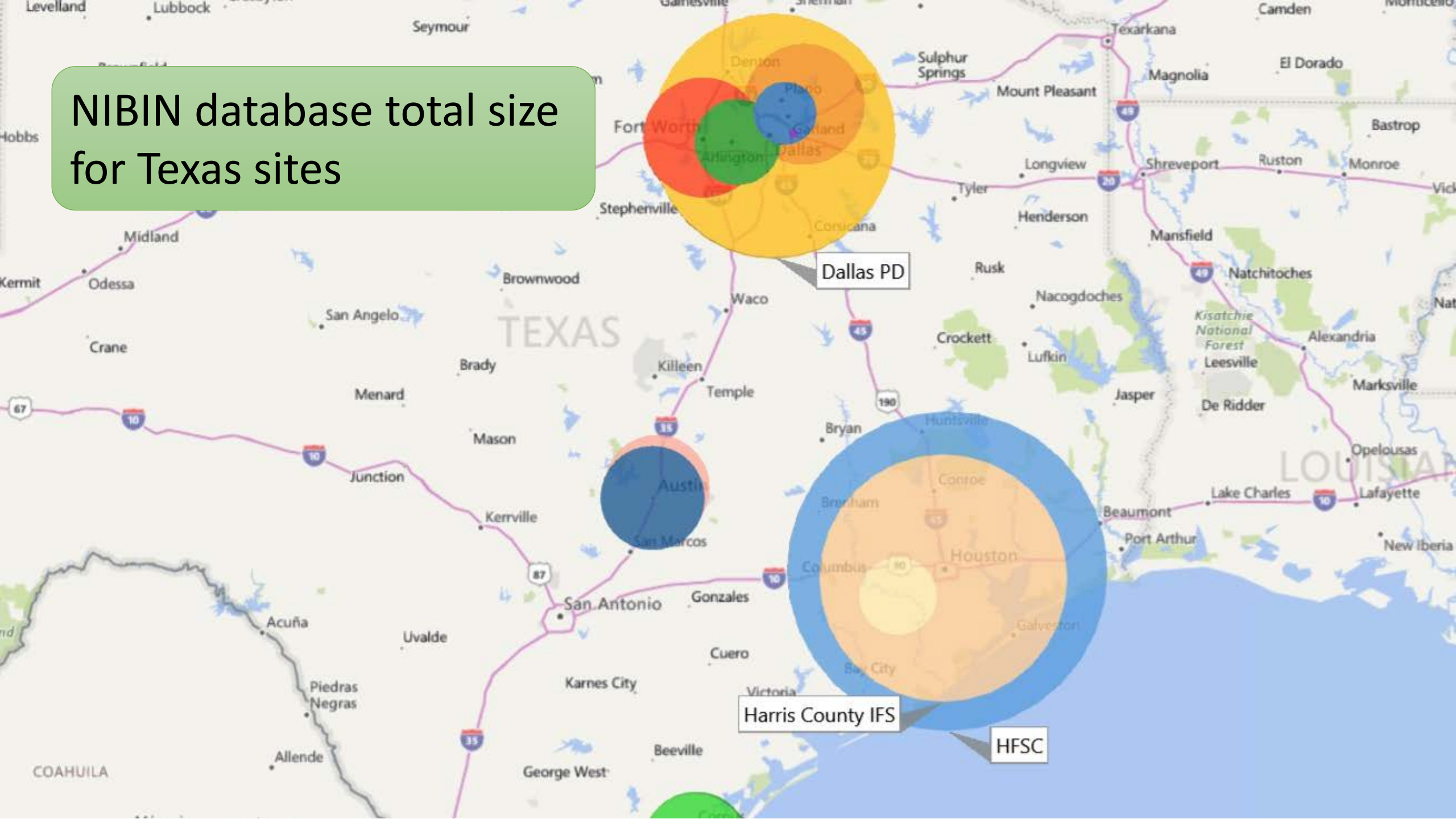
- First meeting was May 31
- 37 members from a variety of stakeholders
- Kicked off by Mayor Turner, AEC Slinkard talked about gun violence
- Mostly housekeeping of starting up, mechanics



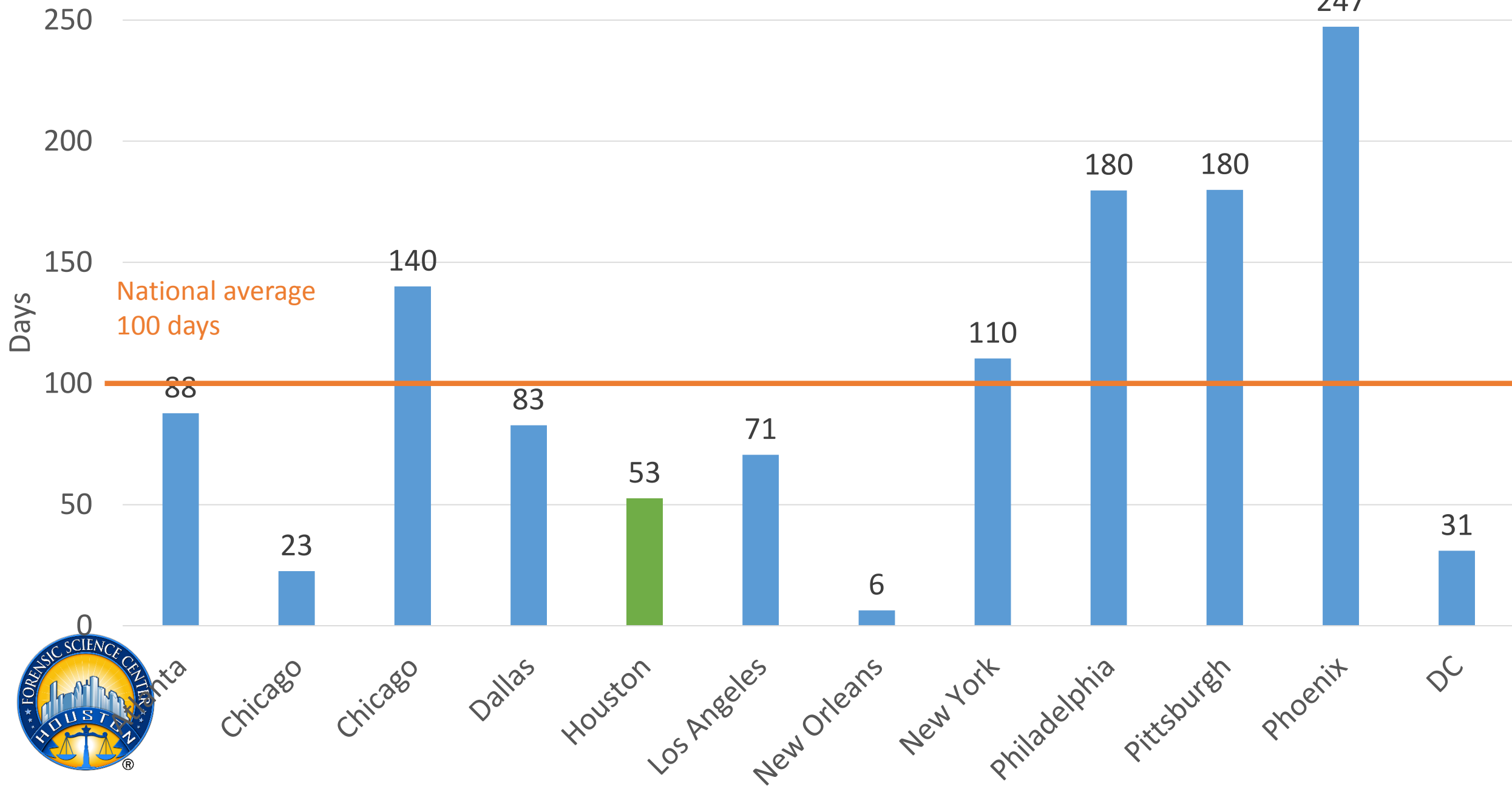
NIBIN database total size for largest cities



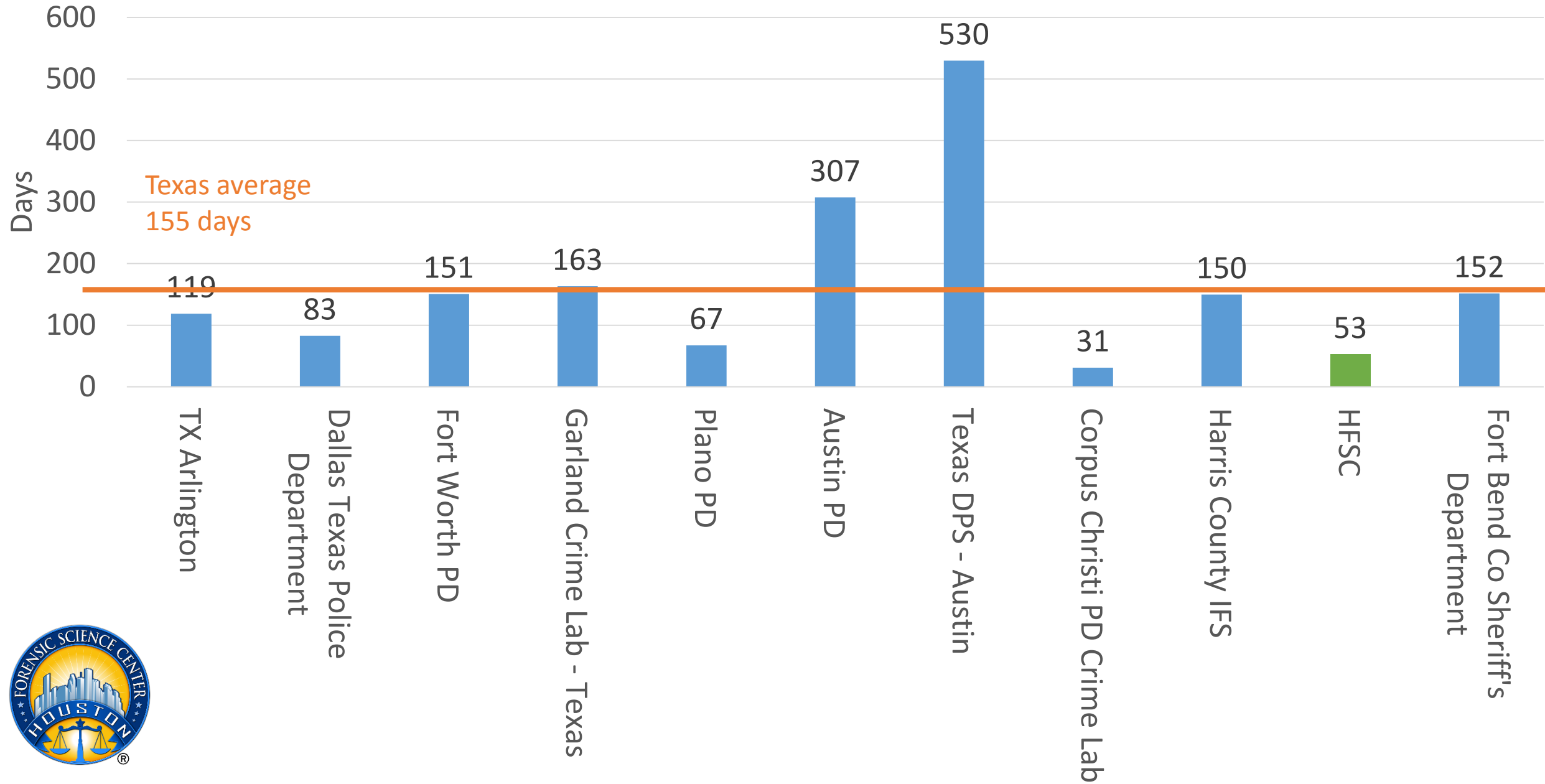
NIBIN database total size
for Texas sites



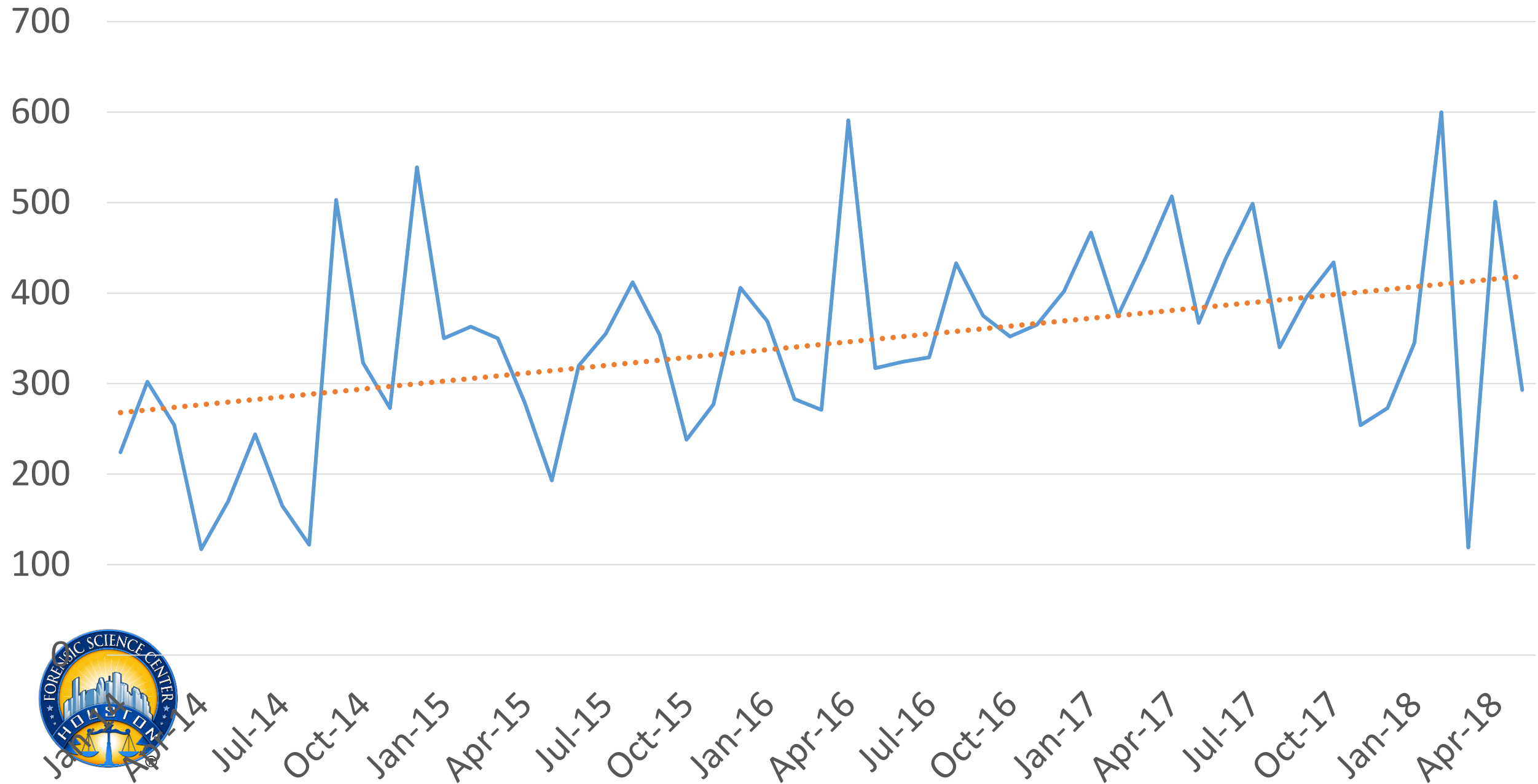
Average days from seizure to NIBIN entry in largest systems



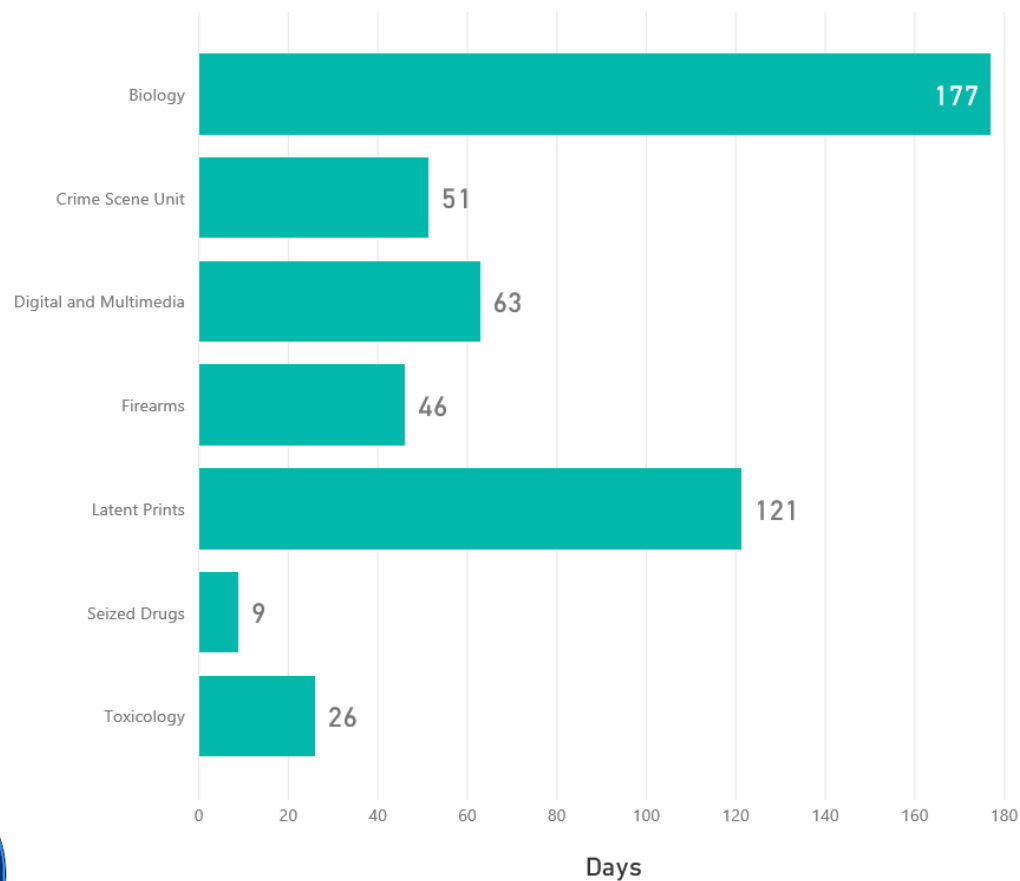
Average days from seizure to NIBIN entry in Texas



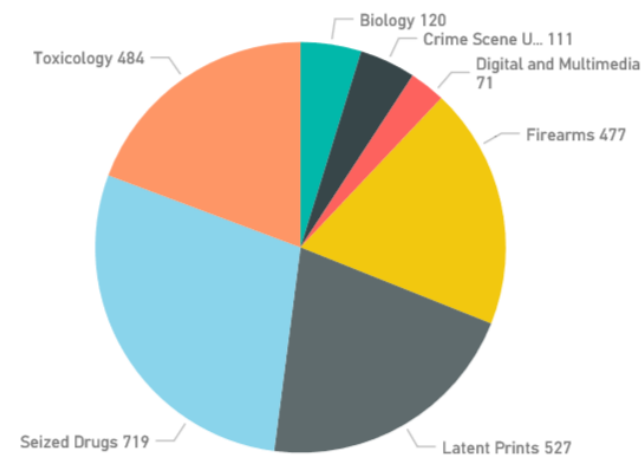
HFSC Total NIBIN requests completed each month



Average Turnaround Time for May 2018



Requests Completed by Section



Turnaround Time - Days
54

Completed Requests
2509

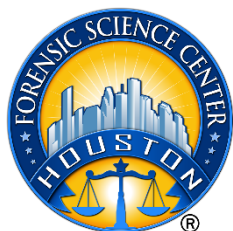
Month Completed

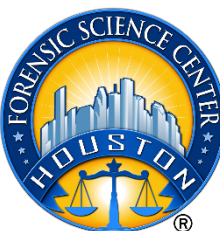
- ☐ 01-January
- ☐ 02-February
- ☐ 03-March
- ☐ 04-April
- ☒ 05-May
- ☐ 06-June

Year Completed

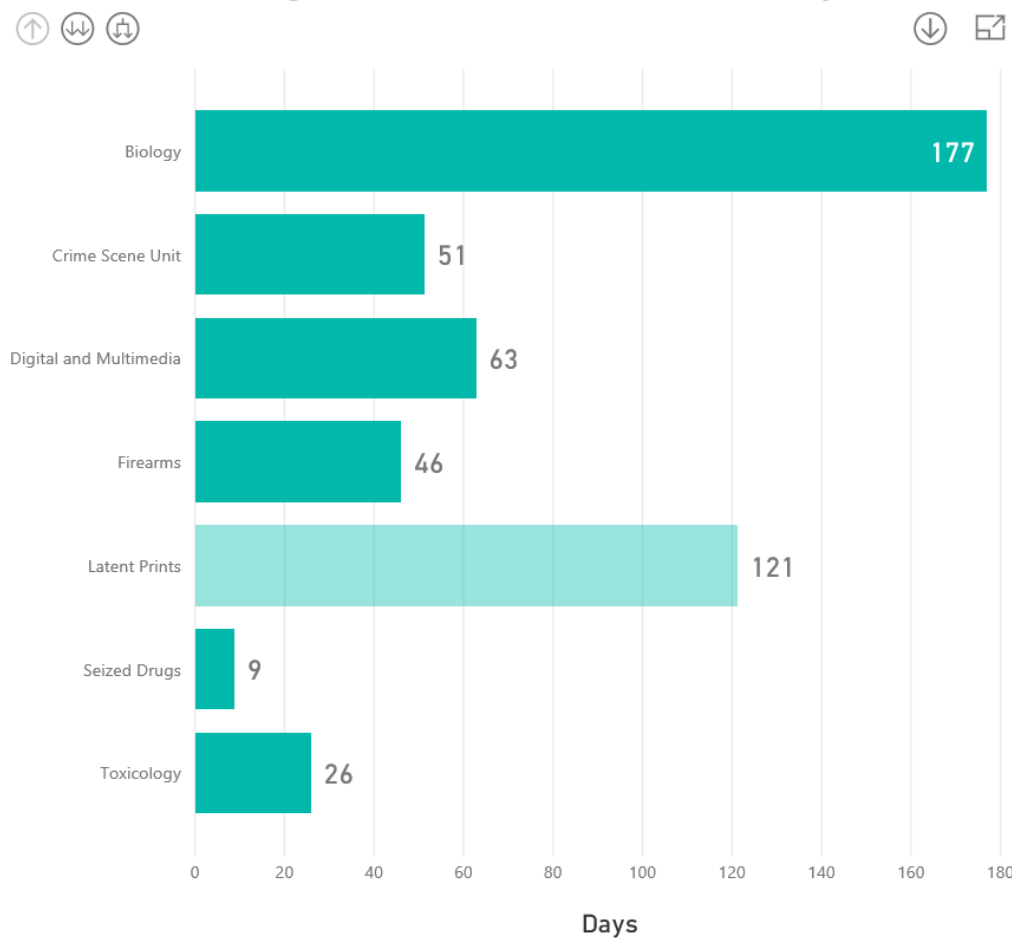
- ☐ 2014
- ☐ 2015
- ☐ 2016
- ☐ 2017
- ☒ 2018

This data is current as of 6/1/2018.

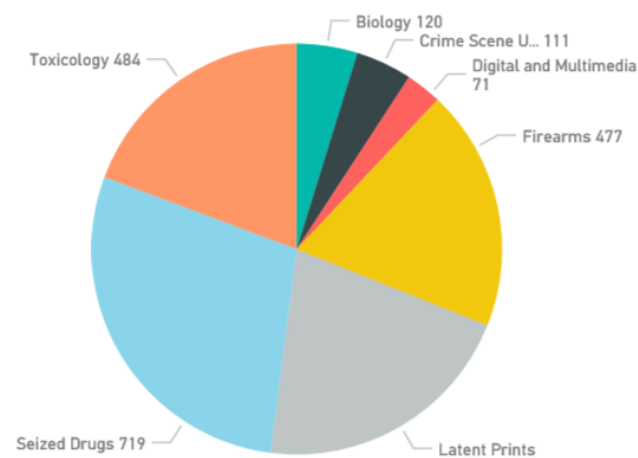




Average Turnaround Time for May 2018



Requests Completed by Section



Turnaround Time - Days
37

Completed Requests
1982

Month Completed

- 01-January
- 02-February
- 03-March
- 04-April
- 05-May
- 06-June

Year Completed

- 2014
- 2015
- 2016
- 2017
- 2018

This data is current as of 6/1/2018.

From the start of HFSC

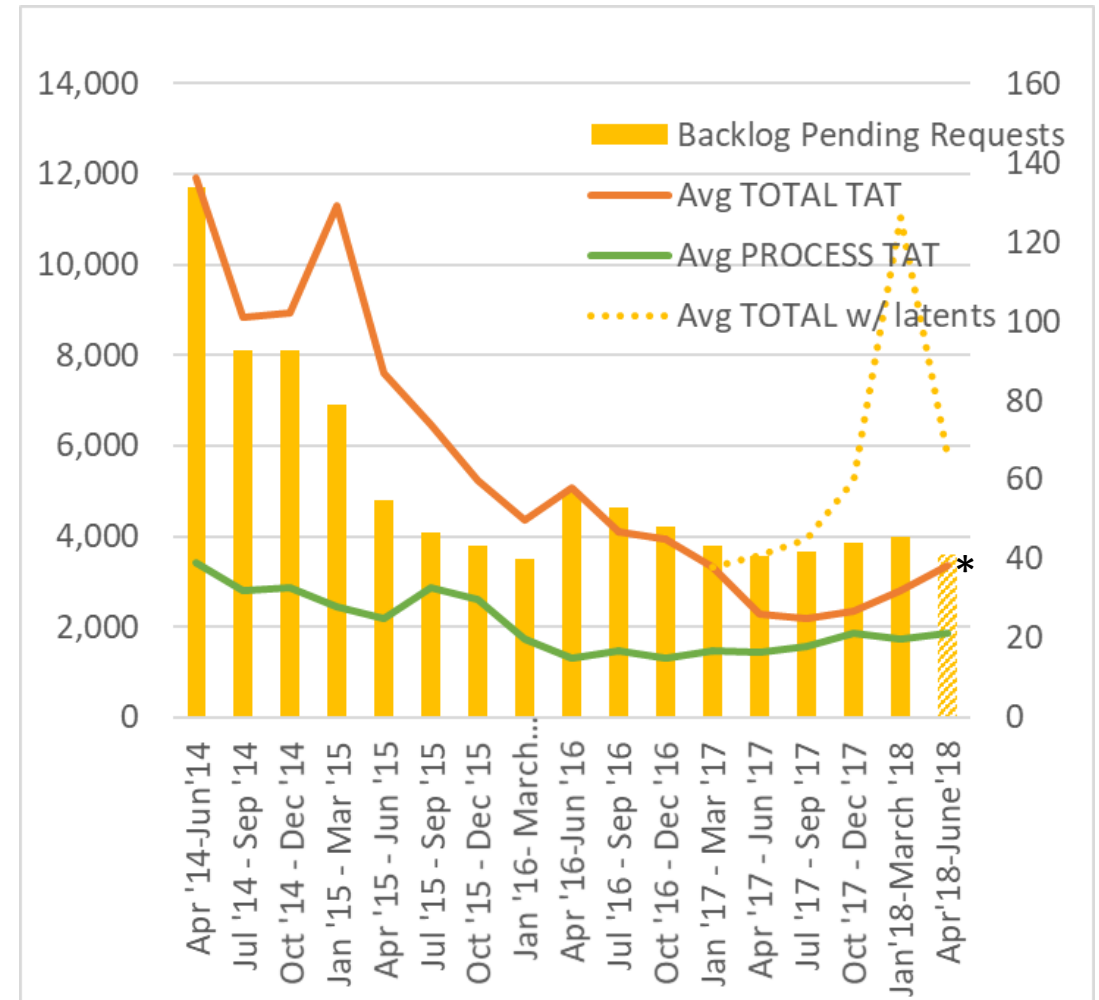
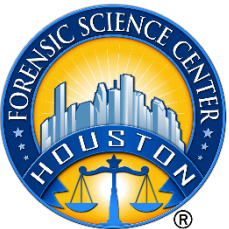
↓ 72%* in Avg TOTAL turnaround (TAT) time

↓ 69% in backlogged requests

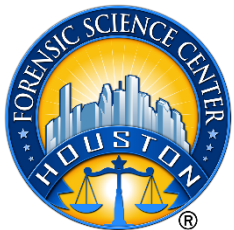
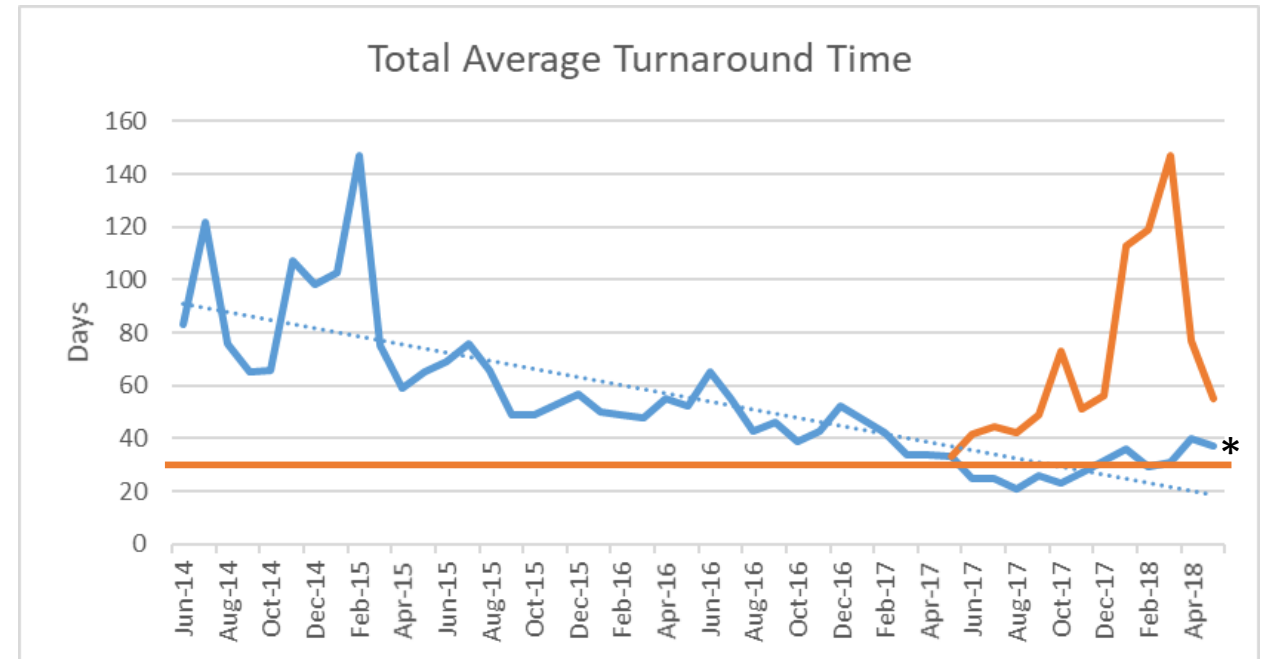
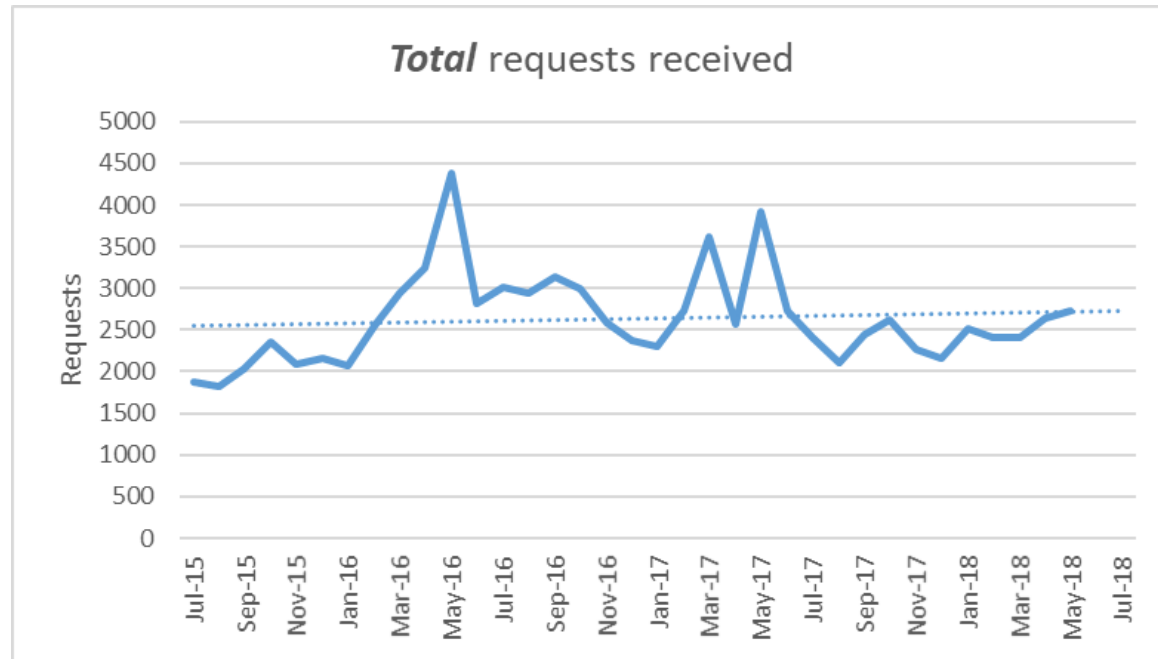
↓ 45% in Avg PROCESS TAT

↓ 83%* in WAIT gap

* Total turnaround time calculation affected by latent print backlog, values presented with and without latent prints TAT



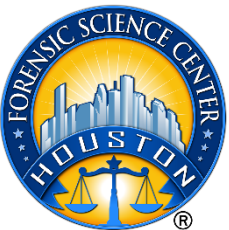
Requests received



* Total turnaround time calculation affected by latent backlog.
Calculated without latent prints

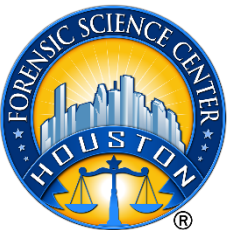
Outreach

- TV viewing of Death Row Stories
- ASCLD
- Tour with forensic scientists from Costa Rica
- Bayou Breakfast Club presentation
- Mayor Turner's Gun Violence Commission
- Explorers' Program open house
- Council Member Michael Kubosh tour of HFSC
- Meeting with Council Member Mike Knox



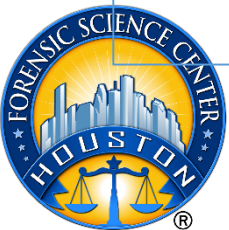
Certifications

- Brent Larsen – Certified Forensic Video Technician
 - Law Enforcement and Emergency Services Video Association (LEVA)
- Carlos Sorto – Certified Crime Scene Investigator
 - International Association for Identification (IAI)



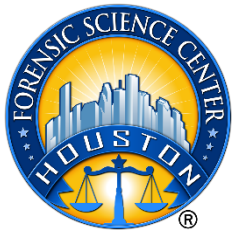
Staffing – June 6, 2018

- | | |
|---|--|
| <ul style="list-style-type: none">• 197 staff members<ul style="list-style-type: none">• 10 COH civilians• 7 COH classified• 180 HFSC• 16 open positions; 11 offers accepted<ul style="list-style-type: none">• 3 client services/case management specialists• 1 CODIS assistant administrator• 1 crime scene investigator• 3 forensic analysts – FBIO• 1 supervisor – CSU• 1 training coordinator – FBIO• 1 triage specialist – FBIO (grant funded) | <ul style="list-style-type: none">• 5 active vacancies<ul style="list-style-type: none">• 1 forensic analysts – FBIO (grant funded)• 1 latent print examiner• 1 supervisor – CSU• 1 supervisor – FBIO• 1 systems analyst*****• 2 vacancies pending<ul style="list-style-type: none">• 1 quality associate• 1 quality specialist |
|---|--|



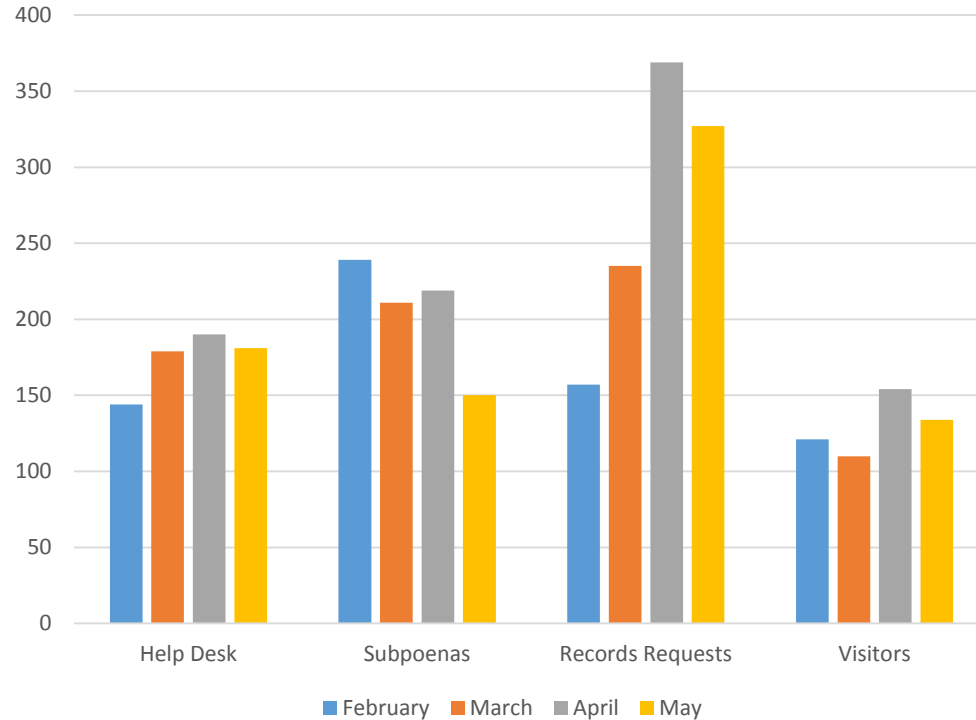
Operations Report

June 8, 2018

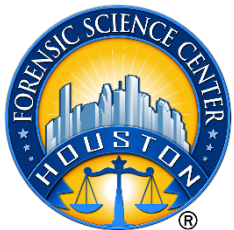
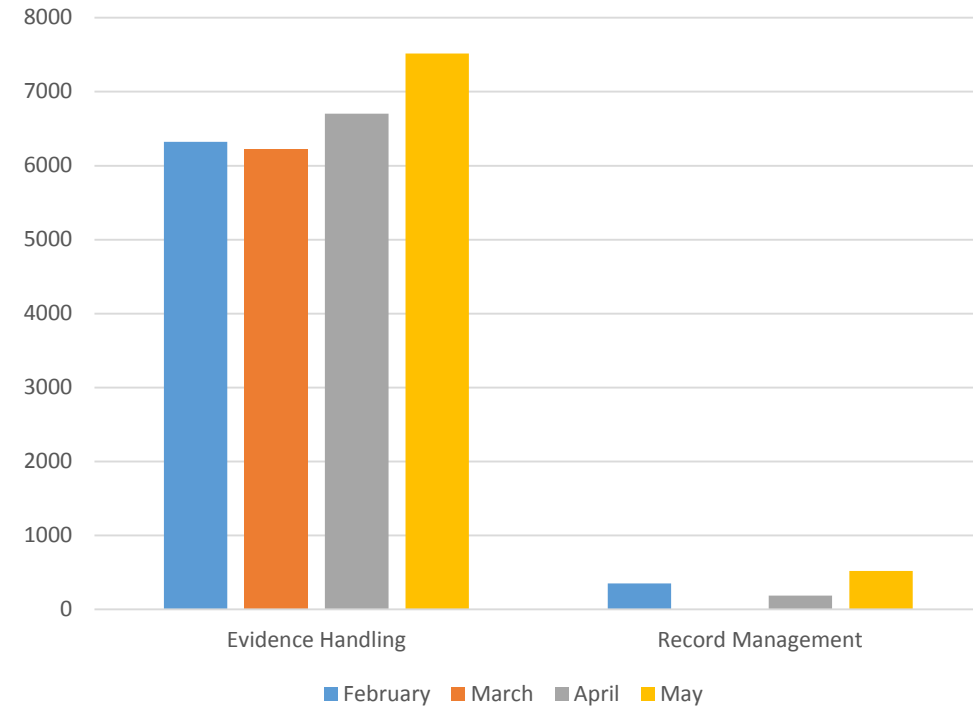


CS/CM – May

Administrative Support



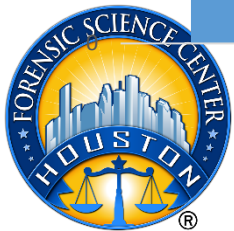
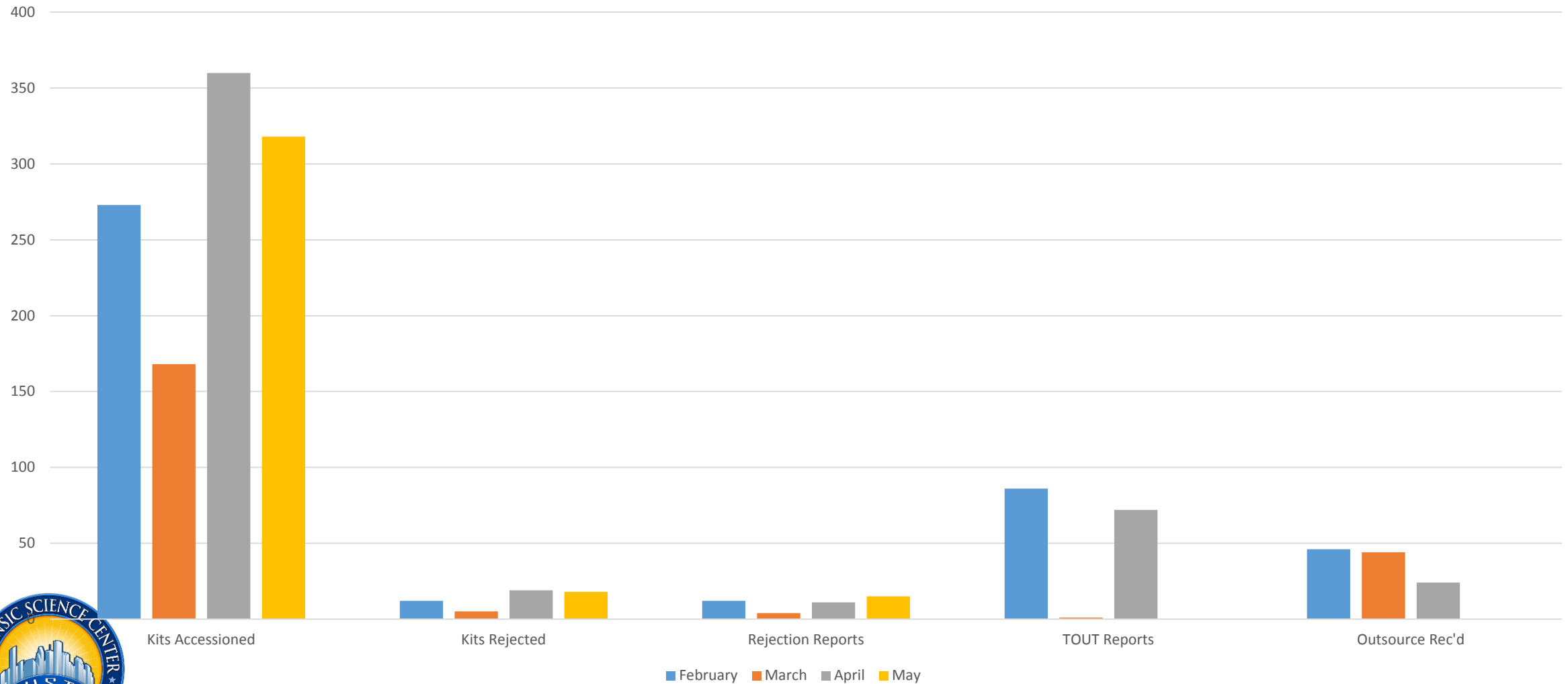
Record Management & Evidence Handling



Accreditation

- Five requirements required to achieve accreditation sent to International Association of Property & Evidence on June 1

CS/CM – May Toxicology Support



Seized Drugs



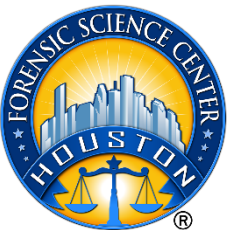
| | |
|----------------------|---|
| Seized Drugs: | 9-day TAT average 2 pending requests >30 day |
| Target: | TAT average <14 days Less than 3 requests >30 days |

Critical issues

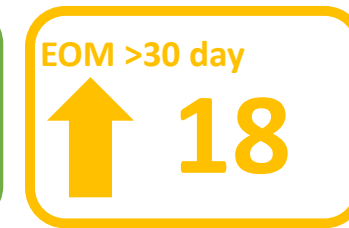
- Potential impacts of additional expedited case needs
- Network transition including manual entry of case requests

Projections for next 90 days

- Back to uninterrupted operations (post-LIMS and post-network transitions)
- Continued pressure on resources from increased case complexity and requests for expedited cases
- Continue to track submission of opioid cases
- Collaborations with R&D on grant submissions focusing on opioid cases



Toxicology



Alcohol: 26-day avg,
7 pending requests >30 day

Tox: 33-day avg
11 pending requests >30 day

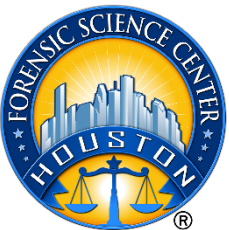
Out-Tox: 16-day avg
0 pending requests >30 day

Critical issues

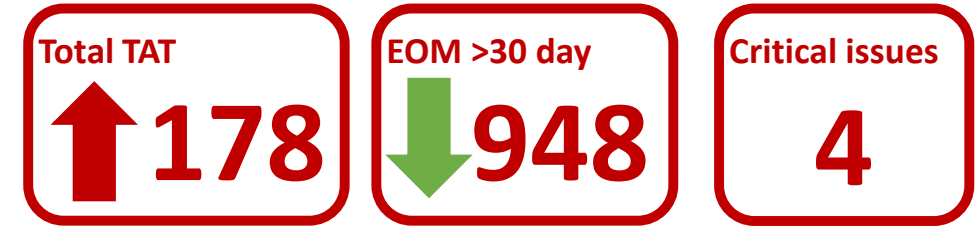
- Down two analysts; one in training, one started on 6/4; one going on 12-week leave
- LIMS issues affecting COC
- Accessioning delays

Projections for next 90 days

- Alcohol training of new analyst to be completed June 2018
- Drug methods going live June 2018; expecting longer TAT with in-house tox analysis
- DWI alcohol sub-21 days (target threshold)
- Working with CS/CM to facilitate accessioning



Forensic Biology



SA Kit: 110-day avg TAT
200 pending SAK requests >30 day
of those: ~149 >60 day, ~75 > 90 day

SAK "other": 150-day avg
Non-SAK DNA: 264-day avg
689 total requests >30 days

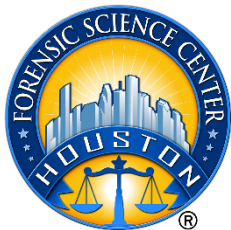
** All sexual assault kit requests are in process

Critical issues

- Target: minimum 12 DNA report writers, currently 6
- Training "boot camp" (5 began in December, 3 in progress)
- 33 aging SAKs associated with corrective action, rework in progress delaying final report
- Supervisor vacancy as of June 23

Projections for next 90 days

- 3 DNA analysts in training for report writing, projected completion in July
- Training coordinator hired, starting July 23
- Additional process improvement projects (CODIS)
- Implementing outsourcing, cross-training plan
- Immediate goal of no SAKs >90 days



CODIS (National DNA Database)

Total TAT
↓ 35

EOM >30 day
↓ 28

Critical issues
2

Profiles Entered: 50

| | | |
|-------|-----------|----|
| Hits: | Local: | 7 |
| | State: | 60 |
| | National: | 3 |

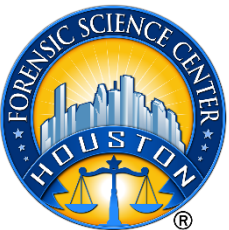
CODIS Hit Report: 35-day avg,
51 total pending requests

Critical issues

- Transition to new CODIS staff structure
 - Training on CODIS-related tasks, add'l resources needed
- Time commitment to Lean Six Sigma CODIS project

Projections for next 90 days

- Continued TAT for CODIS hit reports <30 days
- New assistant CODIS administrator beginning June 18
- Posting, hiring CODIS liaison
- Lean Six Sigma CODIS project



Latents

Total TAT
↓ 122

EOM >30 day
↓ 1,561

Critical issues
1

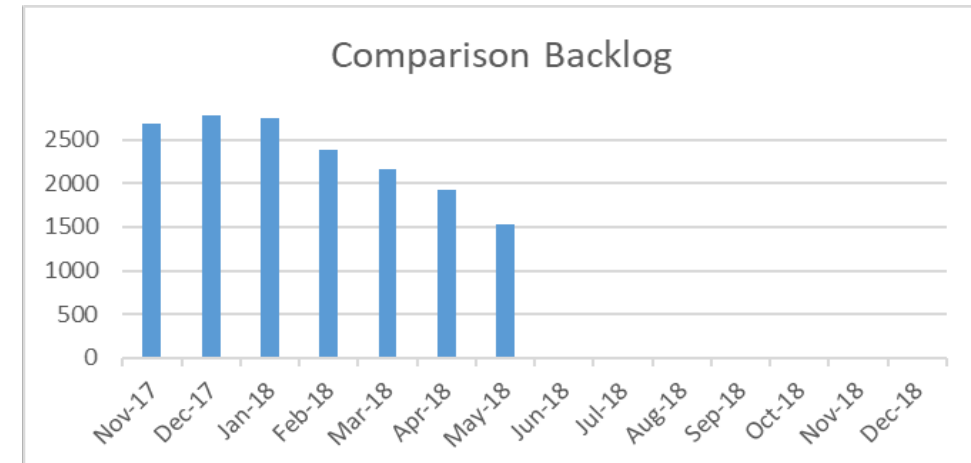
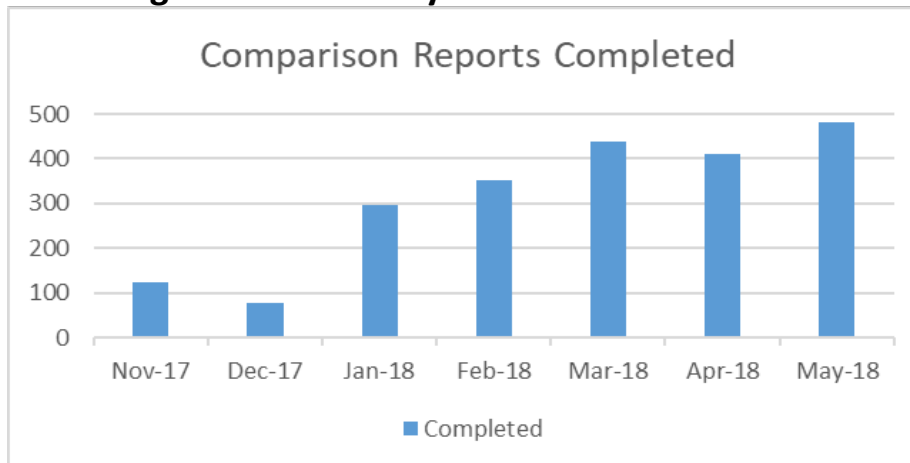
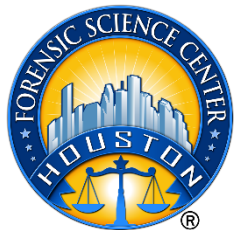
Comparisons: 128-day avg TAT from request
1,530 pending requests >30 day

Processing: 57 -day avg TAT from request,
31 pending requests >30 day

Critical issues

- One examiner vacancy due to move to lead processor position

Anticipate entire backlog to be cleared by the end of 2018



Firearms

Total TAT
↓ 51

EOM >30 day
↑ 535

Critical issues
3

Exams: 28-day avg,
10 pending requests >30 day

NIBIN: 58-day avg,
525 pending requests >30 day
of these 195 requests processed in
NIBIN database

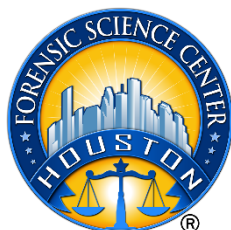
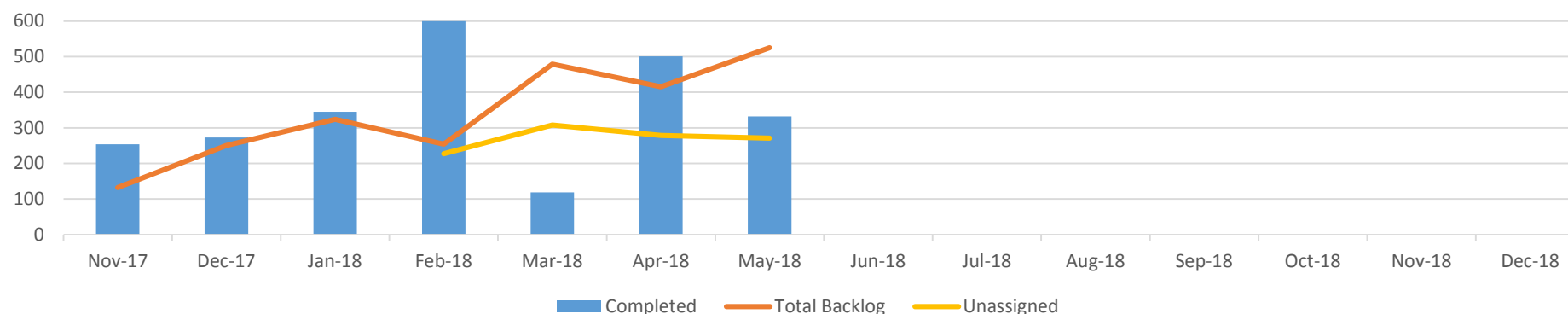
Target: <25 days

Critical issues

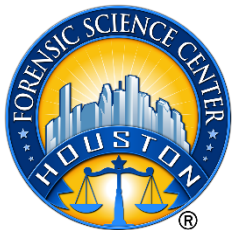
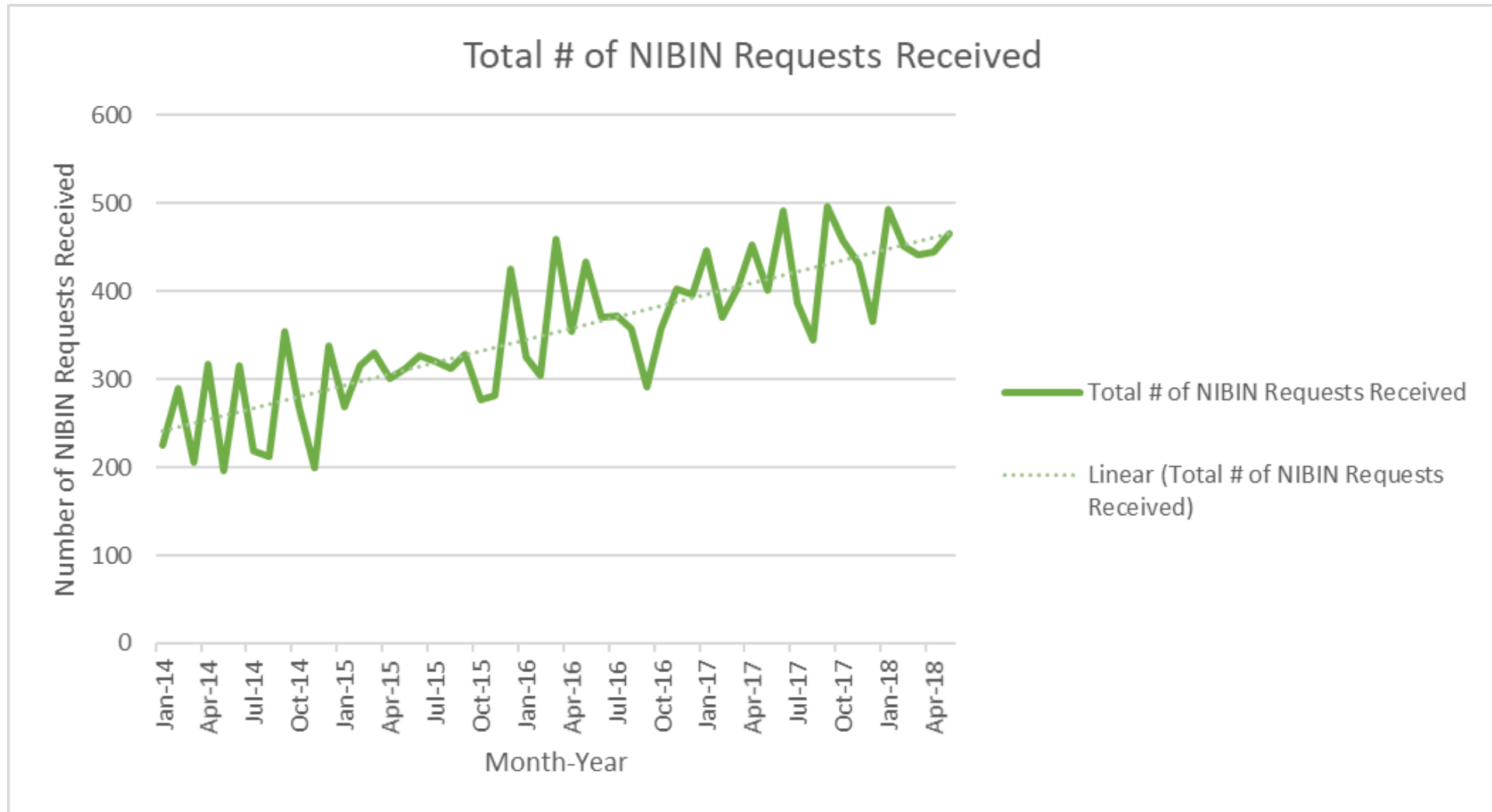
- Backlog in NIBIN requests for guns
- Transition to new LIMS and network (7-day LIMS outage)
- Delay in signing off newly hired examiner

Projections for next 90 days

NIBIN requests



Increase in NIBIN Requests



Digital and Multimedia



A/V: 97-day avg
65 pending requests >30 day

AVCO: 11-day avg
0 pending requests >30 day

Digital: 12-day avg,
0 pending requests >30 day

*AVCO: Audio/Video Call Out

Critical issues

- Digital multimedia backlog
- Transition to new LIMS/network/workflow

- AVCOs down from 20 to 12 days TAT
- Digital multimedia (A/V) backlog down from 83 to 65
- A/V pending technical reviews dropped from 48 to 2 since January 2018
- Digital has up to 80 percent success rate unlocking Apple phones with new tool
- Working with quality division to complete corrective actions from audit
- New analyst in training



Lean Six Sigma (LSS) Development Group

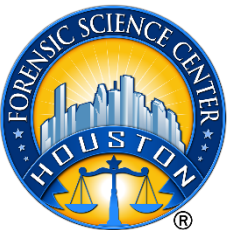
Current Projects

Current Projects
4

Projects Completed
1

Projects in Queue
10

- CODIS project
 - On schedule
 - Timeline: March-September 2018
- Supply Chain Management
 - Delayed by two weeks
 - Timeline March-August 2018
- Management Dashboard
 - On schedule
 - Timeline April 2018-January 2019



CSU

Total TAT
↑ 54

Call outs
53

Critical issues
2

CSU callouts: 53

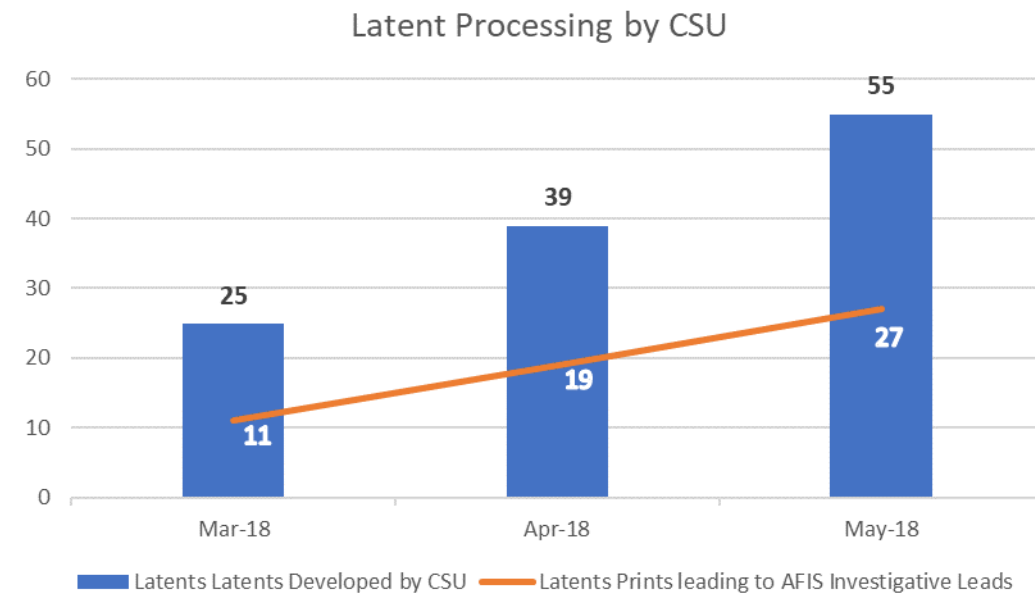
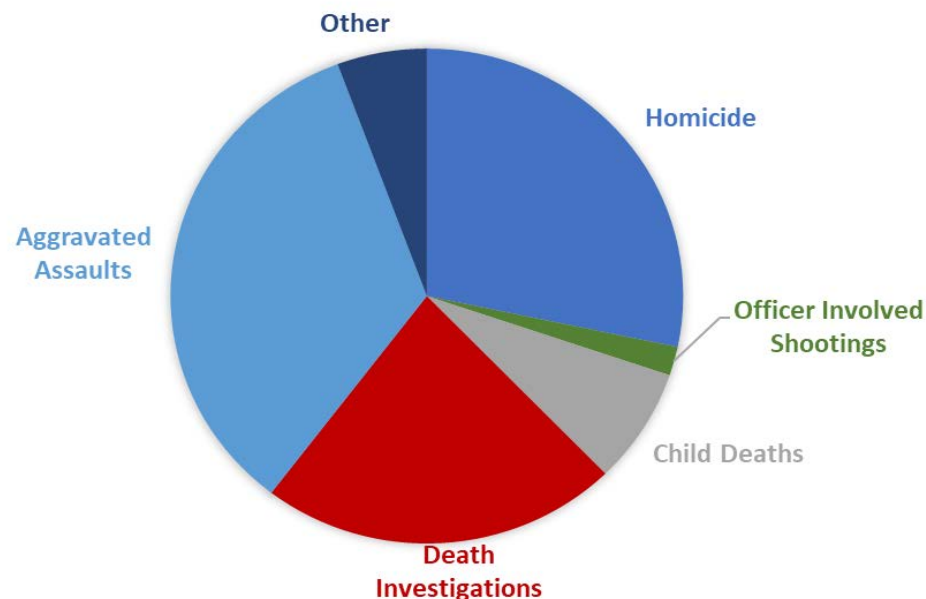
Items of evidence collected: 1,569

Cars processed at VEB: 32

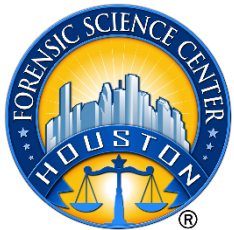
Hours spent at scenes: 571 = 18hrs/day

Critical issues

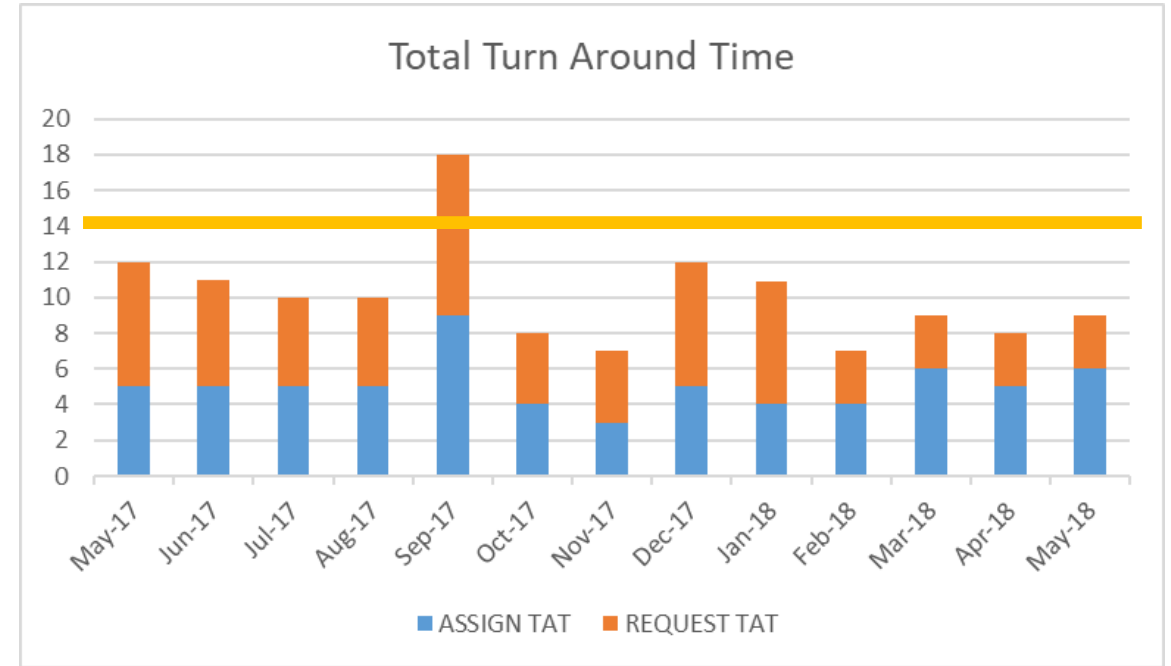
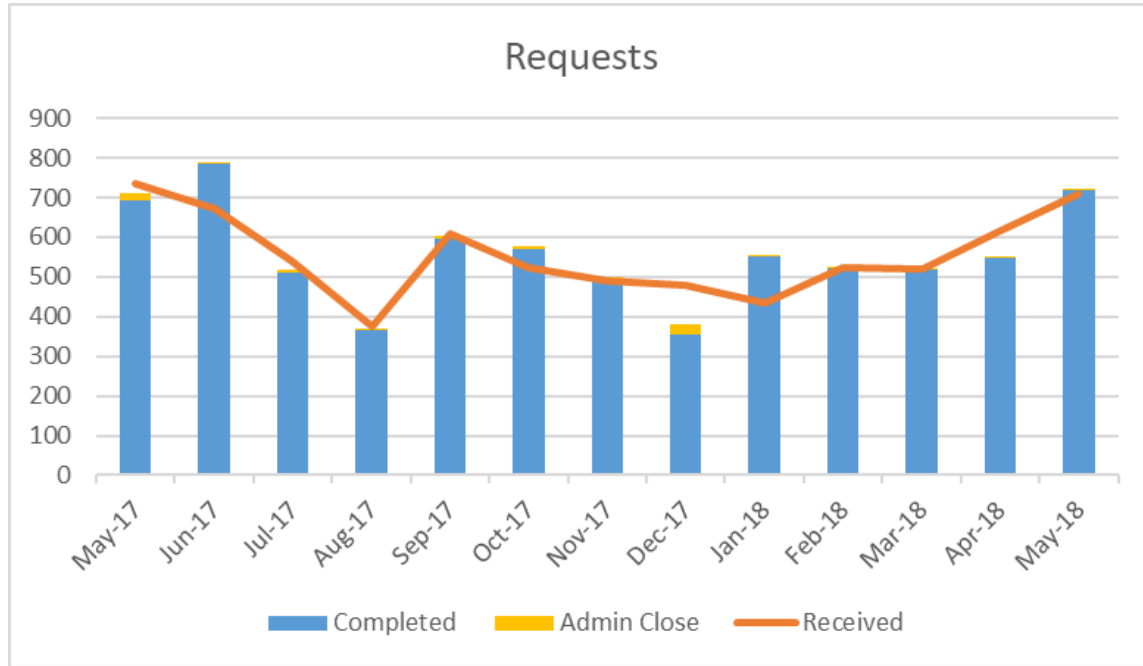
- Preparing for accreditation this summer
- Specialized training for CSIs



Detail data



Seized Drugs

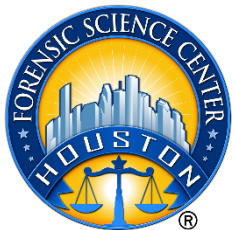
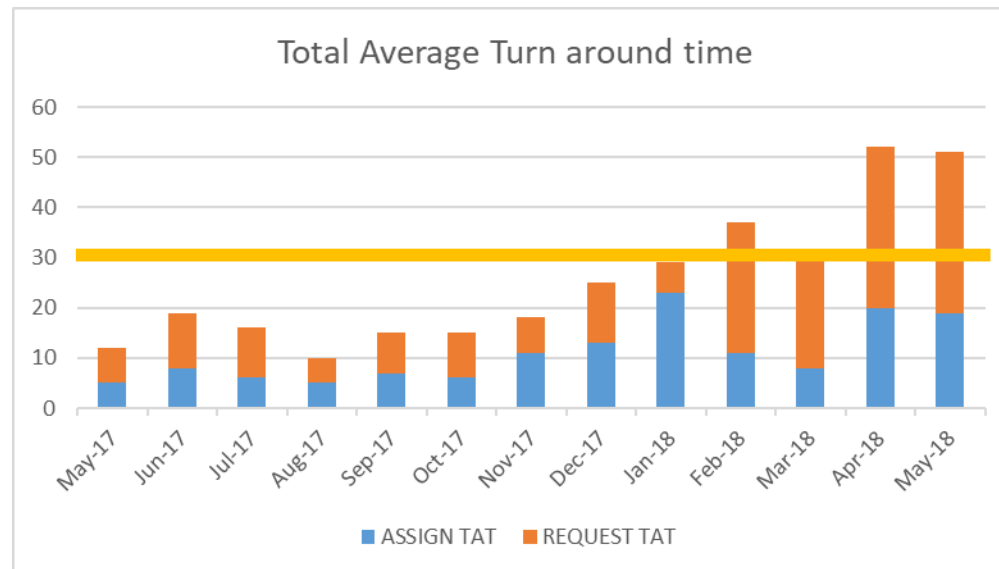
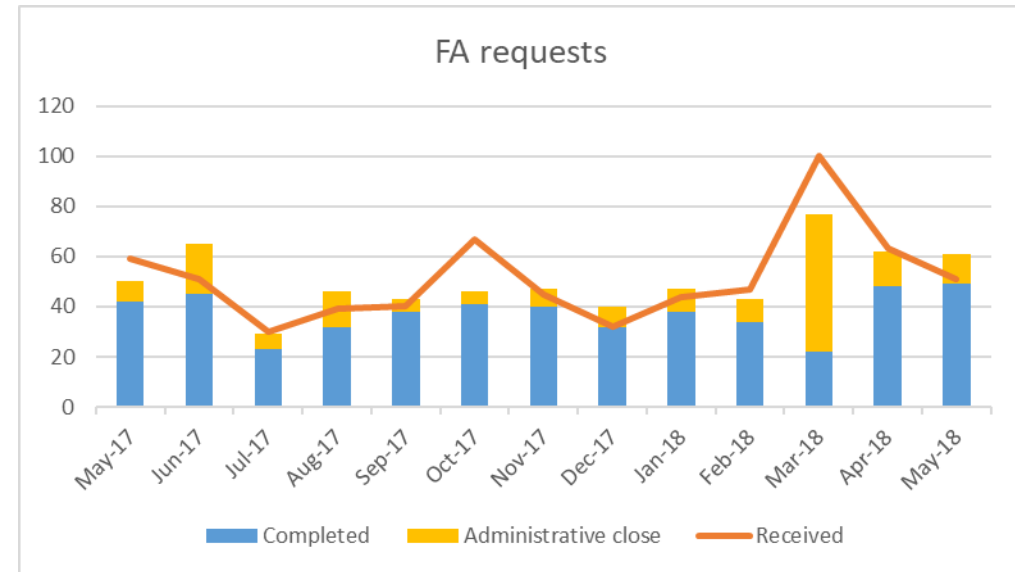
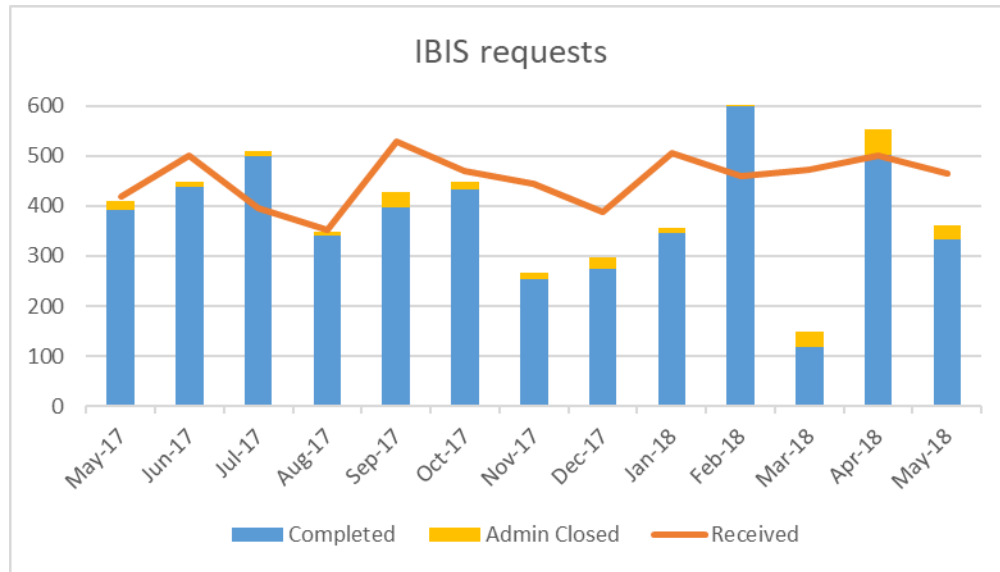


CS Live in Justice Trax on 12/11/17, metrics combined/manually tracked from Jtrax and Porter Lee for December



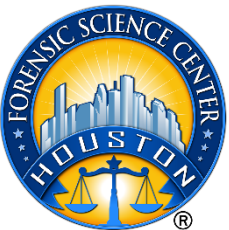
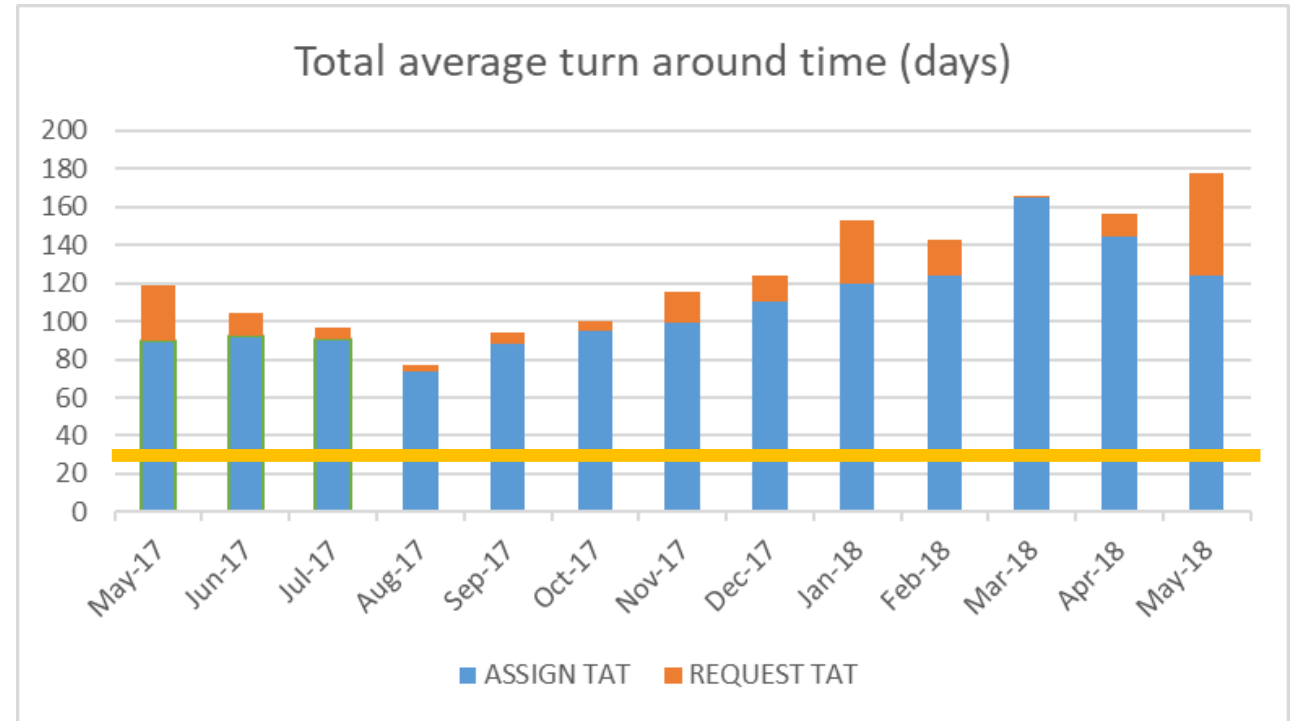
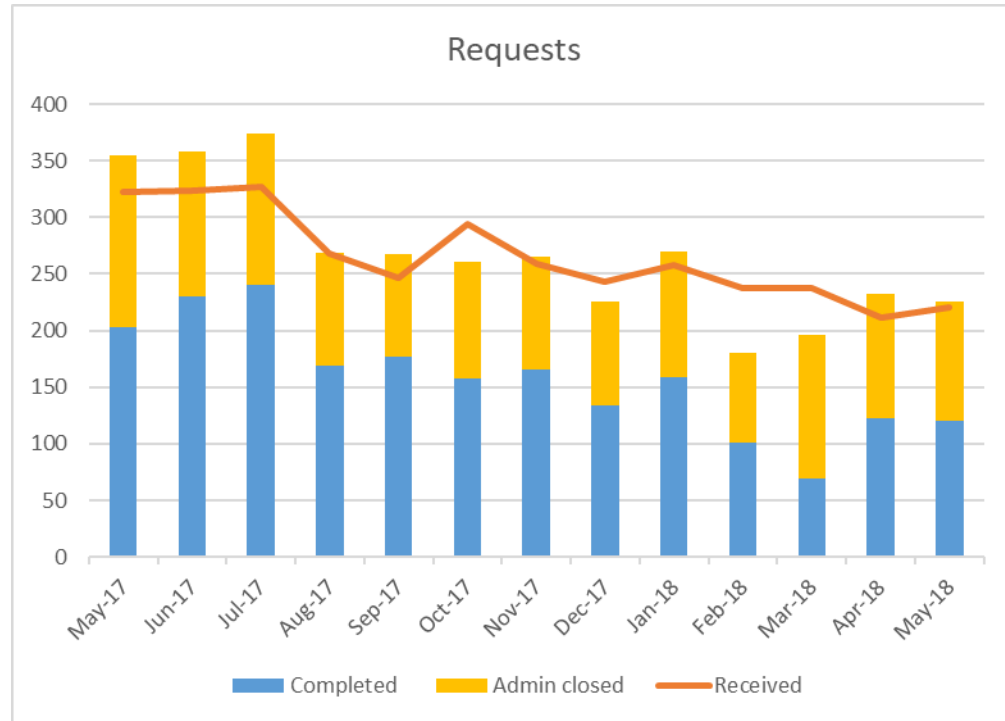
Orange bar indicates TAT target limit of 14 days.

Firearms



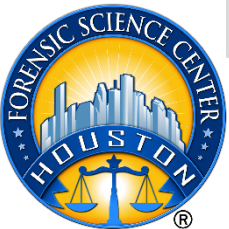
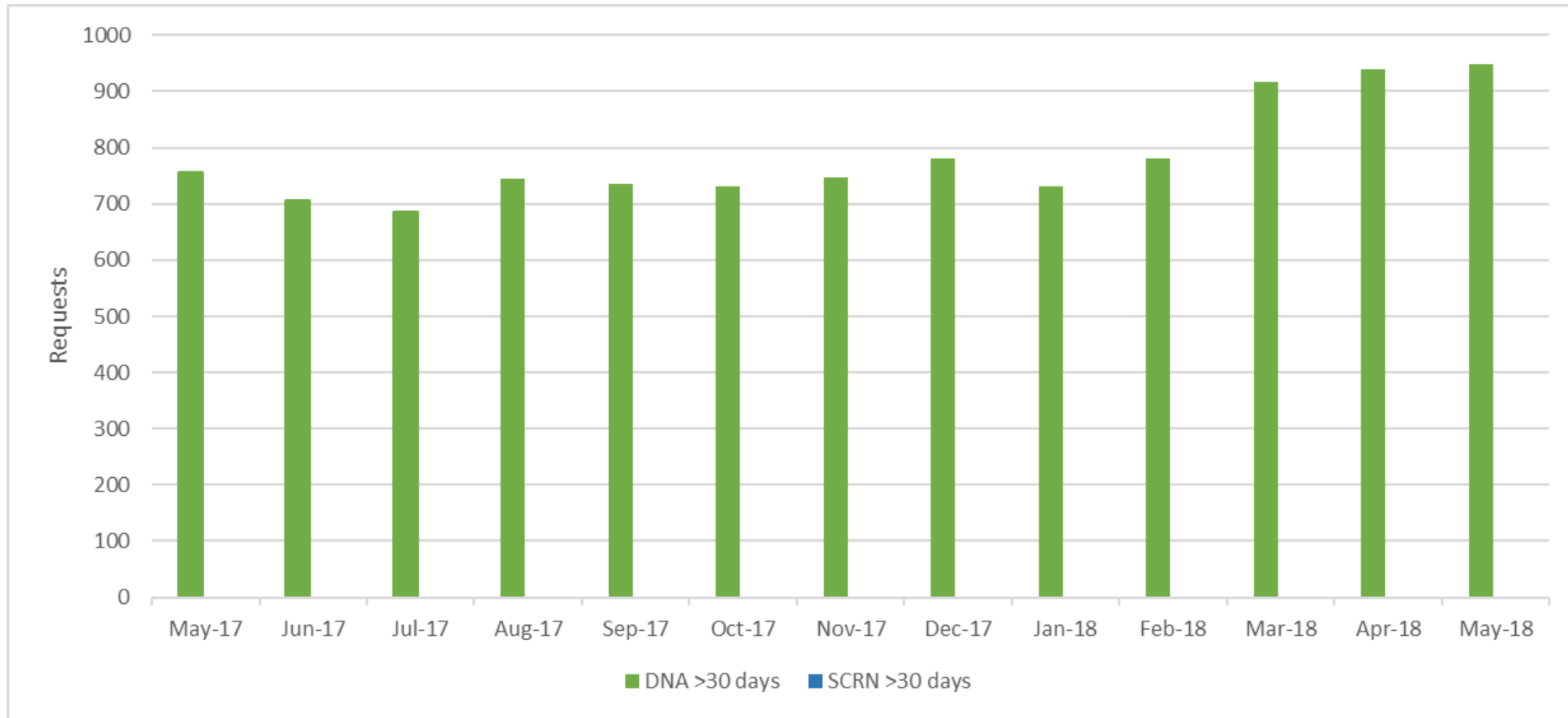
Forensic Biology -- Total

Note: change in presentation at February 2017.
Requests now for FBIIO and Sexual Assault Kits.
Turnaround time is a combined average time.
Green bars represent the change in metric status.

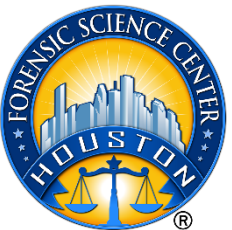
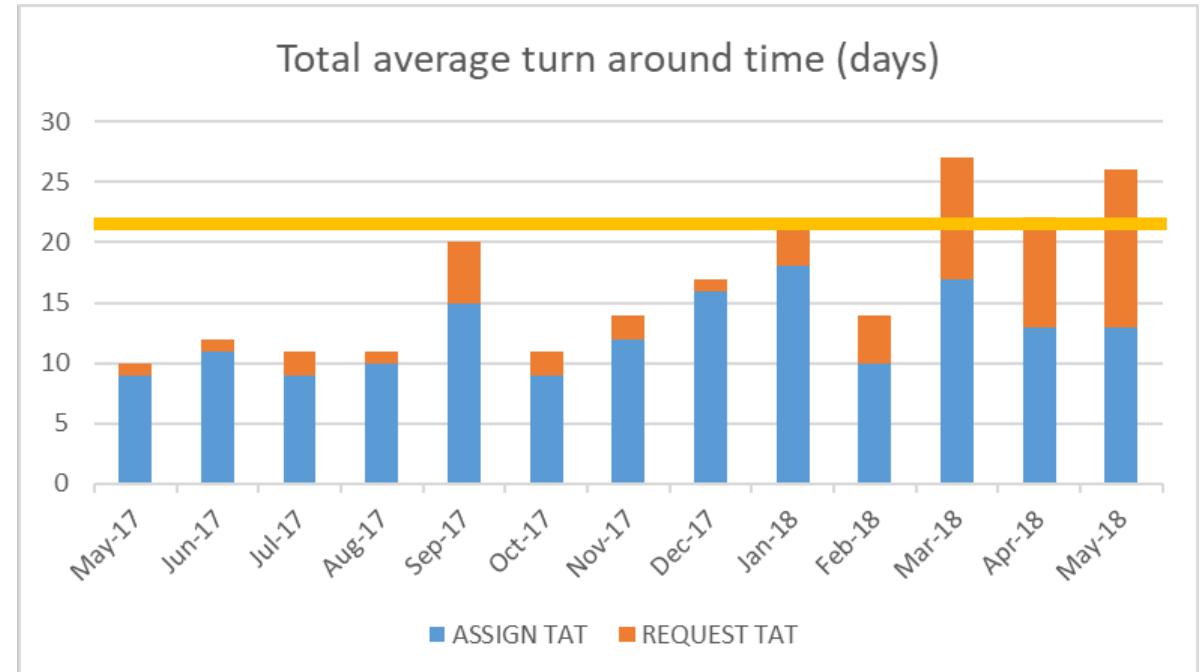
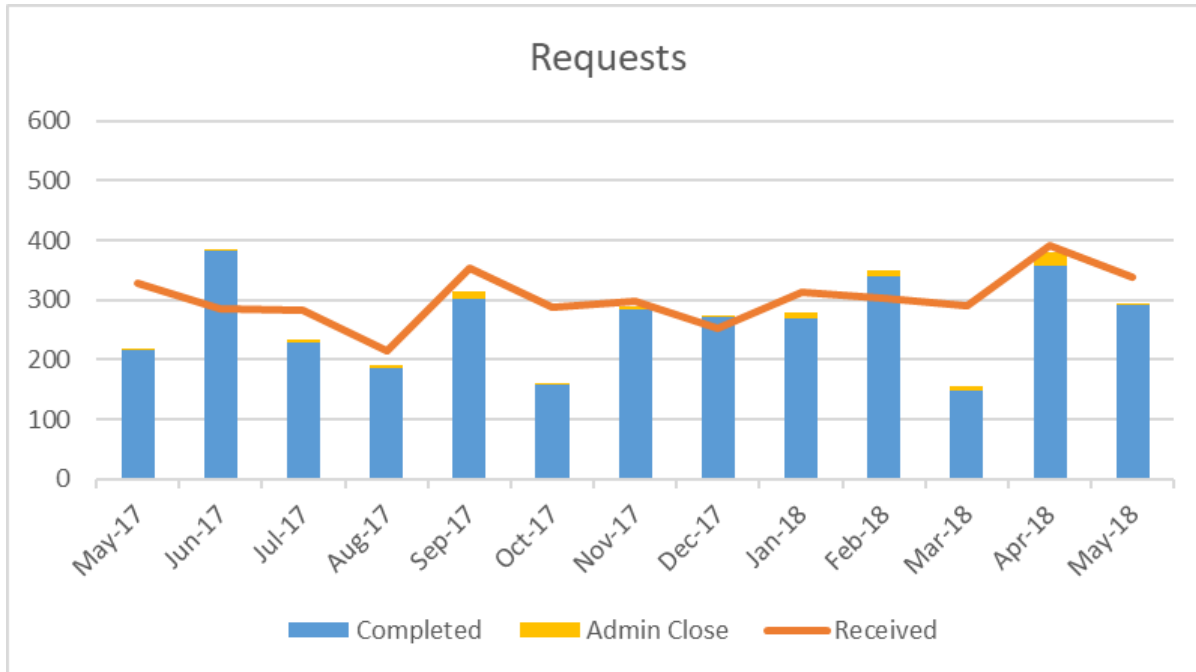


Total DNA Backlog (>30 day) requests by month

Note: change in presentation at February 2017. Total requests represent SAK and FBIIO requests (green bar).

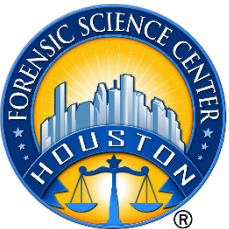
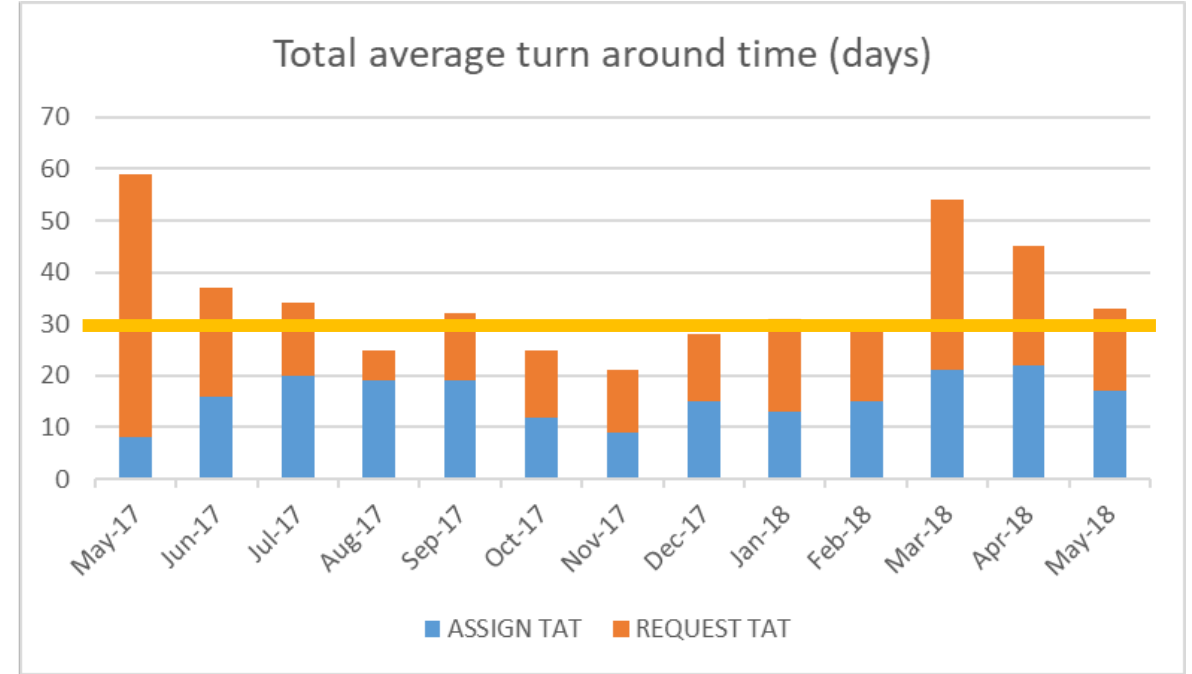
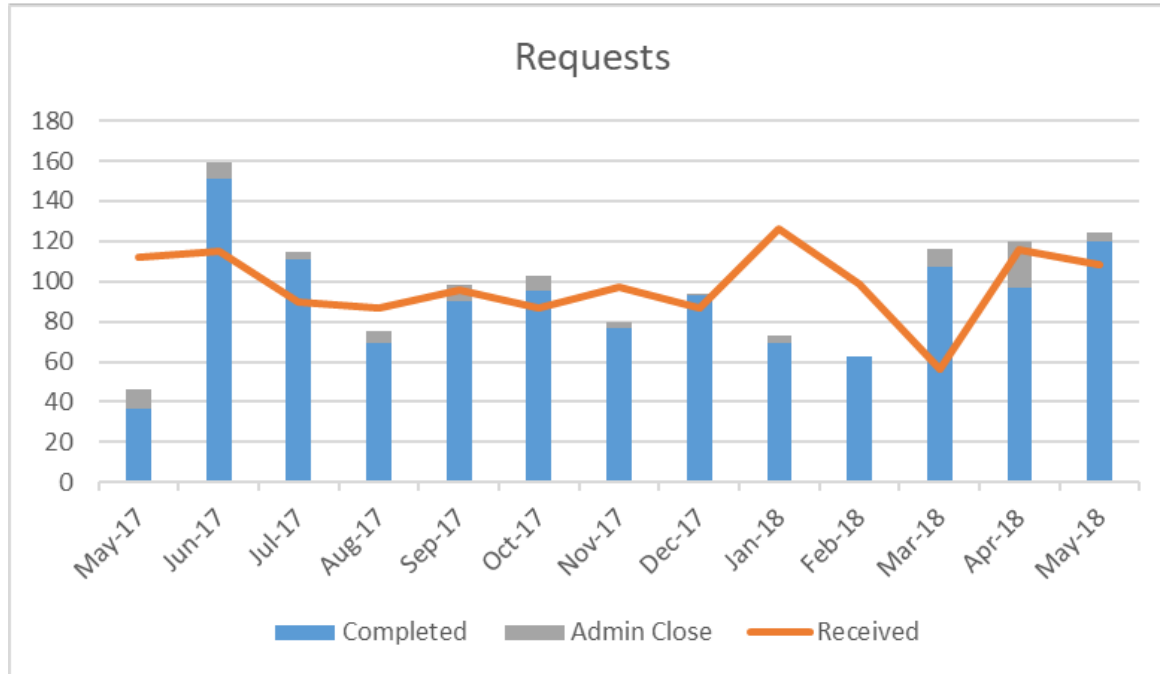


Toxicology: Alcohol

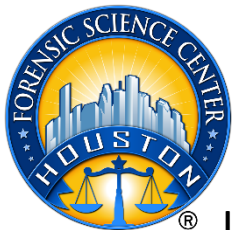
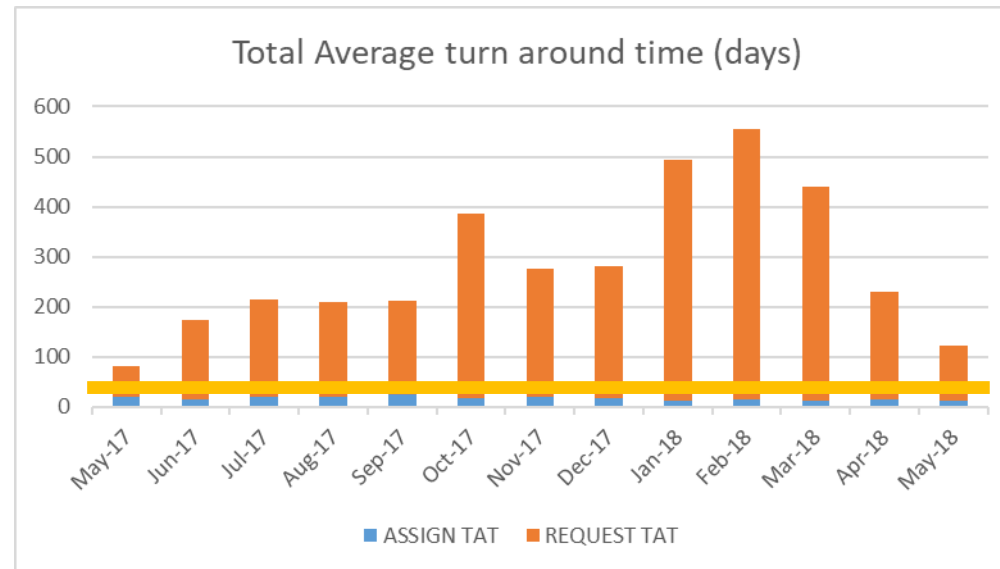
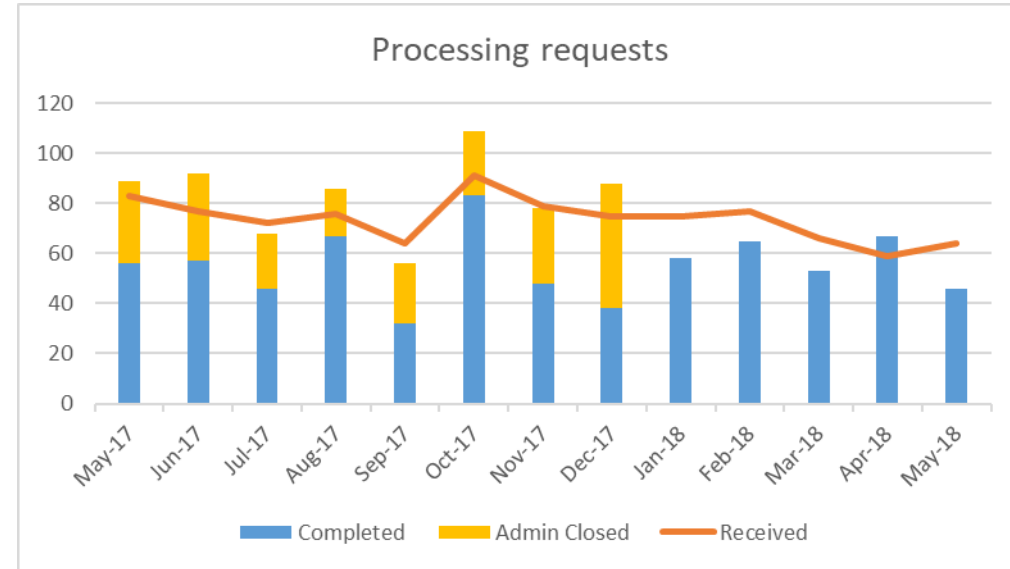
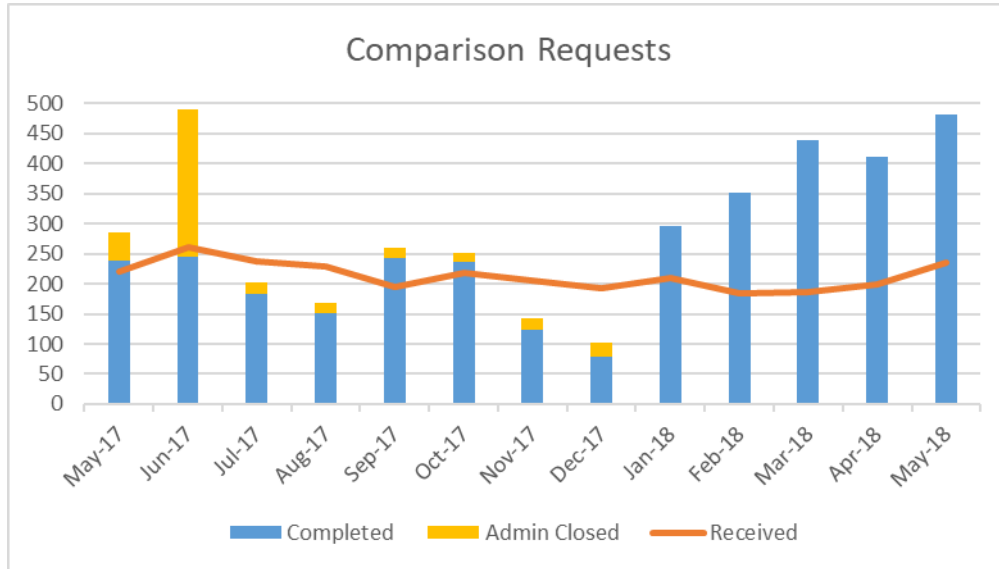


Toxicology: Other Drugs

Approximately 300 legacy toxicology analysis cases that preceded HFSC were closed out in February. With the collaboration of HPD, no analysis was conducted, but reports were issued with instructions for ordering analysis should it be needed.

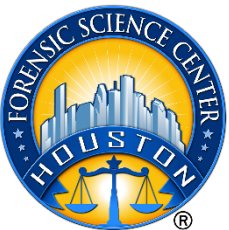
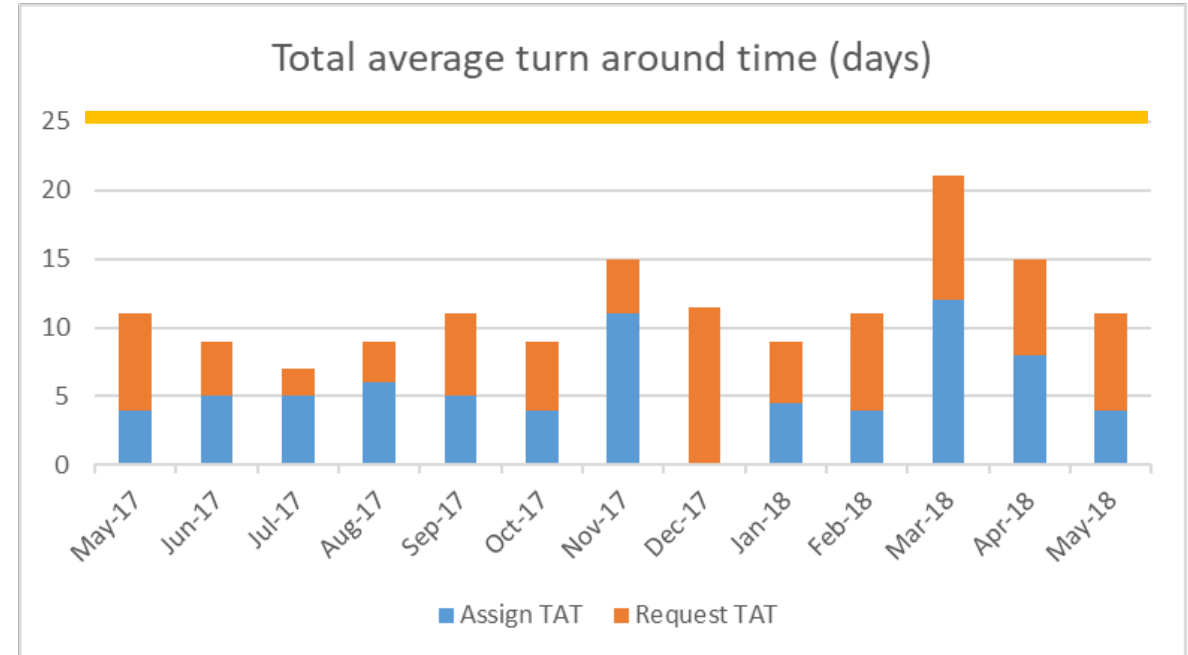
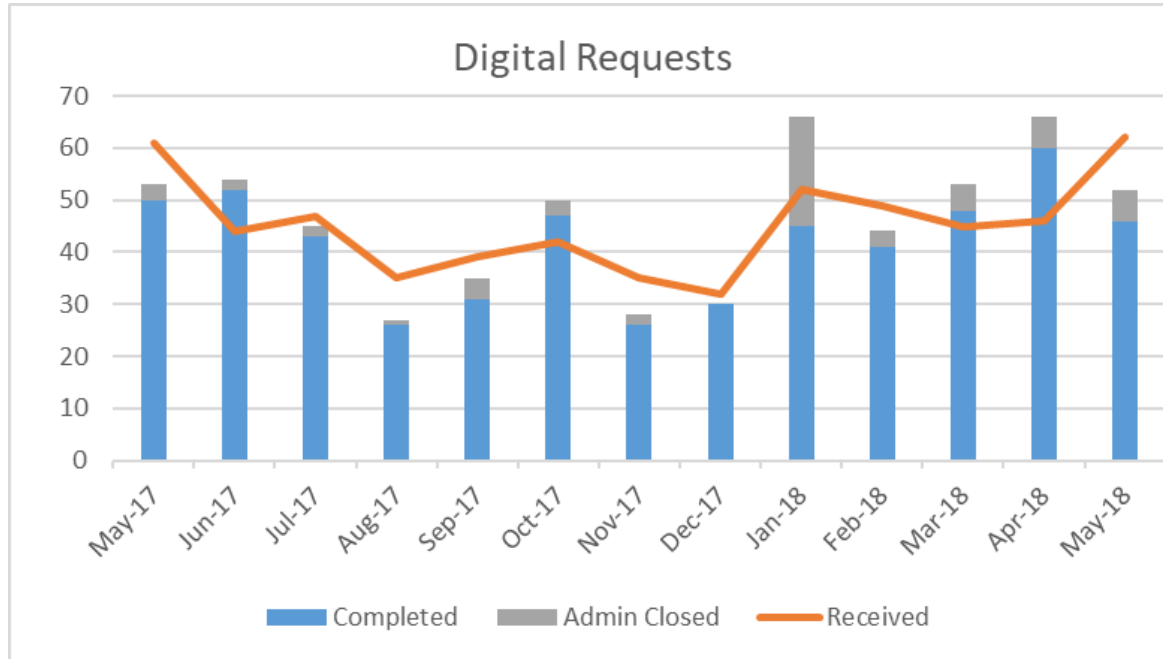


Latents

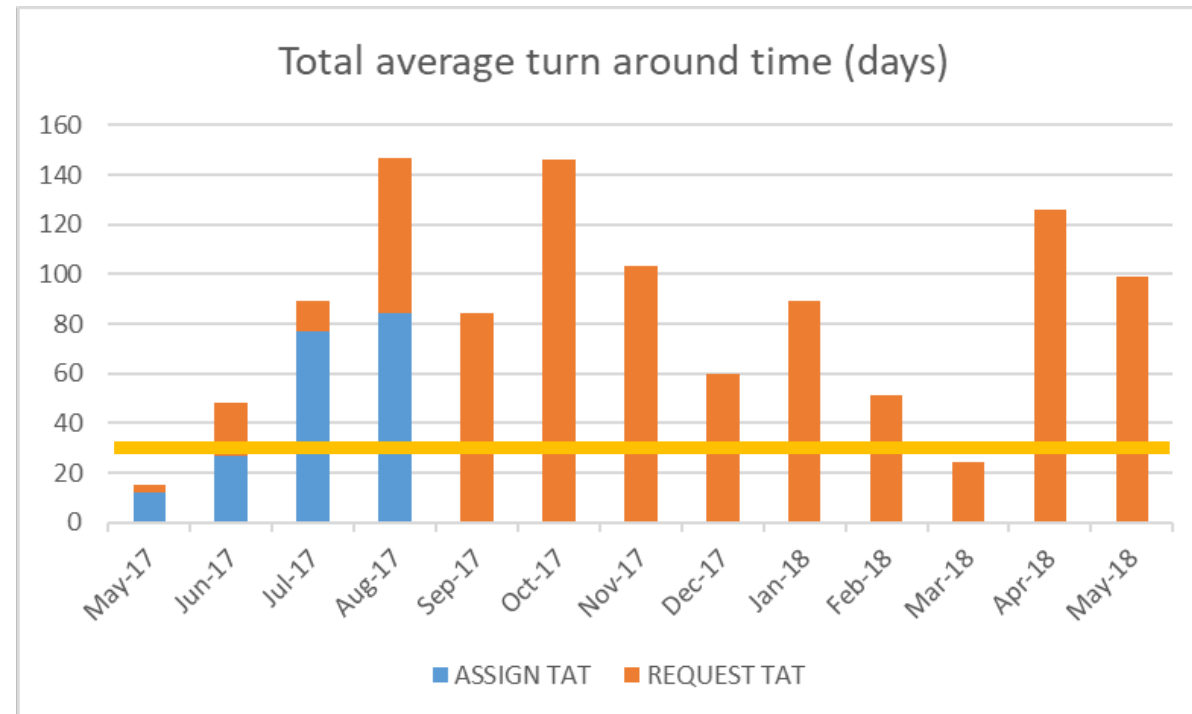
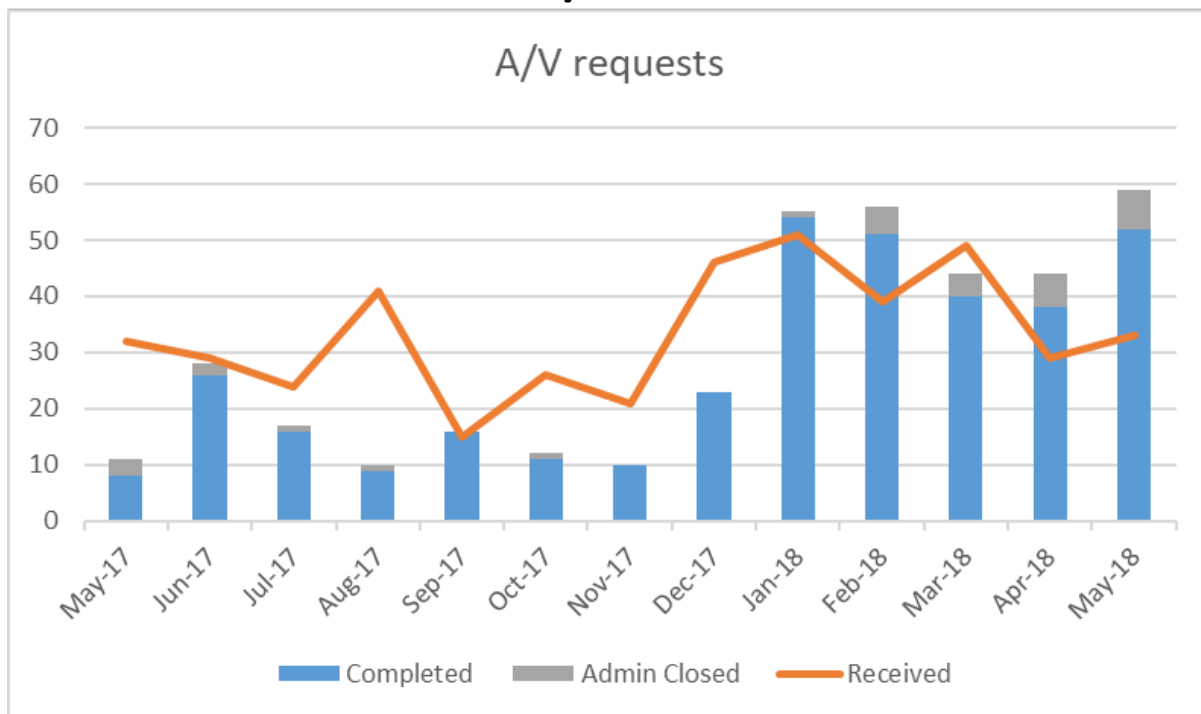


Latents Live in Justice Trax on 12/18/17, metrics from Porter Lee but estimated due to time in Jtrax in December

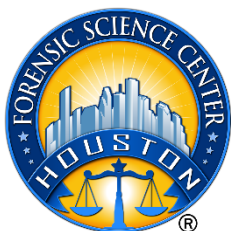
DME -- Digital

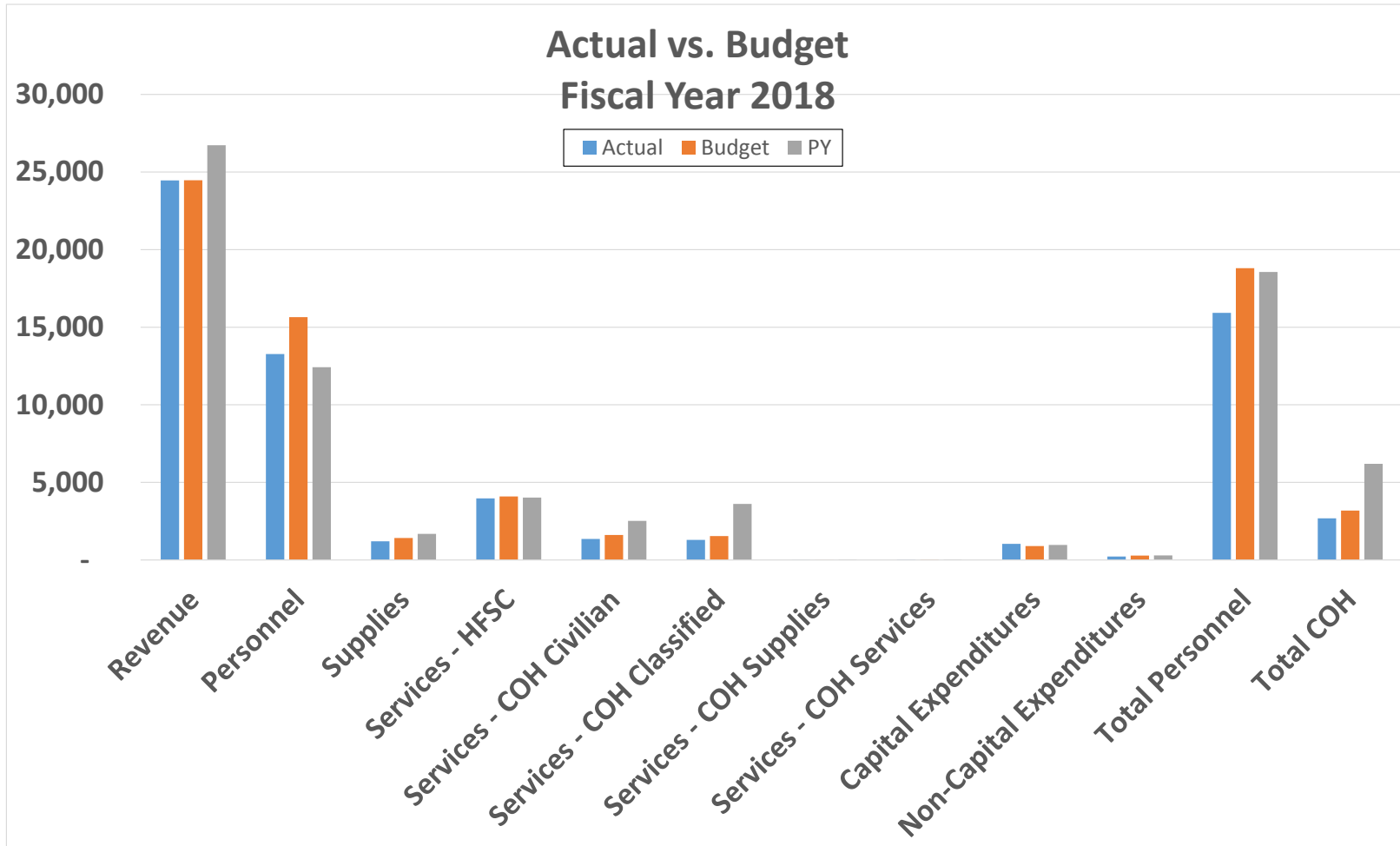


DME -- A/V



Starting with December Metrics-A/V and AVCO metrics both reported together





HOUSTON FORENSIC SCIENCE CENTER, INC.
COMPARATIVE STATEMENT OF ACTIVITIES - ACCRUAL BASIS
For the Period July 1, 2017 through May 31, 2018

| Current Month (Preliminary) | | | | | | | | | | YTD | | | | | | | | | | FY18 | | | |
|-----------------------------|---------------------------------|---------------------|-----------|----------------------|-----------------|-------|-------------|--------|--|-----------|----------------------|-----------|----------------------|------------|------------|----------|---|-----------|------|-----------|-----------|--|--|
| | | FY18 | FY18 | FY17 | Variance | | | | | | FY18 | FY18 | FY17 | Variance | | | | | | FY18 | % Year | | |
| | | May 1- May 31, 2018 | Budget V3 | May 1 - May 31, 2017 | Budget - Actual | % | FY18 - FY17 | % | | | July 1- May 31, 2018 | Budget V3 | July 1- May 31, 2017 | Vs. Budget | % | Vs. FY17 | % | | | Budget V3 | Completed | | |
| | | # of Months | | | | | | | | | # of Months | | | | | | | | | | | | |
| | | 1 | | | | | | | | | 11 | | | | | | | | | | | | |
| Revenues: | | | | | | | | | | | | | | | | | | | | | | | |
| 411000 | City of Houston-Appropriations | \$ - | \$ 2,013 | \$ 740 | \$ (2,013) | -100% | \$ (740) | -100% | | \$ 22,351 | \$ 22,147 | \$ 23,420 | \$ 204 | 1% | \$ (1,070) | 0% | | \$ 24,160 | 93% | | | | |
| 415000 | City of Houston Direct OH-Appro | 122 | 122 | 122 | 0 | 0% | - | 0% | | 1,338 | 1,338 | 1,460 | 0 | 0% | (122) | -8% | | 1,460 | 92% | | | | |
| 416000 | City of Houston - Safe funds | - | - | - | - | 0% | - | | | - | - | - | - | 0% | - | 0% | | - | 0% | | | | |
| 420000 | Contributions | - | - | 1 | - | 0% | (1) | -100% | | 8 | - | 5 | 8 | 0% | 3 | 0% | | - | 0% | | | | |
| 425000 | In-Kind Donations | - | - | - | - | 0% | - | | | 34 | - | 14 | 34 | 0% | 20 | 0% | | - | 0% | | | | |
| 426000 | Training Services | - | - | - | - | 0% | - | | | 5 | - | 20 | 5 | 0% | (15) | -75% | | - | 0% | | | | |
| 440000 | Grants | 1 | 85 | - | (84) | -99% | 1 | | | 689 | 931 | 1,771 | (242) | -26% | (1,082) | 0% | | 1,016 | 68% | | | | |
| 450000 | Forensic Services | - | 4 | - | (4) | -100% | - | | | 27 | 46 | 28 | (19) | -41% | (1) | -5% | | 50 | 54% | | | | |
| 450001 | Miscellaneous Copy Fees | - | - | - | - | 0% | - | | | - | - | - | - | 0% | - | 0% | | - | 0% | | | | |
| 450002 | Interest Income | 0 | 0 | 0 | (0) | -59% | 0 | 30% | | 5 | 5 | 4 | (0) | -1% | 0 | 0% | | 5 | 91% | | | | |
| Total Income | | 123 | 2,224 | 863 | (2,101) | -94% | (740) | -86% | | 24,457 | 24,467 | 26,722 | (10) | 0% | (2,266) | -8% | | 26,691 | 92% | | | | |
| Expenses: | | | | | | | | | | | | | | | | | | | | | | | |
| Personnel: | | | | | | | | | | | | | | | | | | | | | | | |
| 500010 | Salary Base - Civilian | 1,005 | 1,155 | 791 | 151 | 13% | (213) | -27% | | 10,779 | 12,706 | 10,220 | 1,928 | 15% | (559) | -5% | | 13,862 | 78% | | | | |
| 501070 | Pension - Civilian | 59 | 68 | 47 | 9 | 13% | (12) | -26% | | 653 | 747 | 630 | 94 | 13% | (23) | -4% | | 815 | 80% | | | | |
| 502010 | FICA - Civilian | 74 | 79 | 58 | 5 | 6% | (15) | -26% | | 790 | 866 | 725 | 76 | 9% | (65) | -9% | | 945 | 84% | | | | |
| 503010 | Health Insurance - Active Civil | 87 | 98 | 73 | 11 | 11% | (14) | -19% | | 902 | 1,080 | 730 | 178 | 16% | (173) | -24% | | 1,178 | 77% | | | | |
| 503015 | Basic Life Ins - Active Civil | 10 | 6 | 14 | (3) | -56% | 4 | 30% | | 79 | 68 | 75 | (11) | -16% | (3) | 0% | | 74 | 106% | | | | |
| 503060 | Long Term Disability - Civilian | - | 0 | - | 0 | 0% | - | | | - | 1 | - | - | 0% | - | 0% | | 1 | 0% | | | | |
| 503090 | Workers Comp - Civilian Adm | 3 | 14 | 3 | 11 | 77% | (1) | -19% | | 41 | 155 | 36 | 114 | 73% | (5) | -15% | | 169 | 24% | | | | |
| 503100 | Workers Comp - Civil Claims | - | - | - | - | | - | | | - | - | - | - | 0% | - | 0% | | - | 0% | | | | |
| 504030 | Unemployment Claims - Admin | - | - | - | - | | - | | | 0 | - | - | (0) | 0% | (0) | 0% | | - | 0% | | | | |
| 504010 | Pension - GASB 27 Accrual | 0 | - | - | - | | (0) | | | 0 | - | - | - | 0% | (0) | 0% | | - | 0% | | | | |
| 504031 | Unemployment Taxes - Admin | 0 | 3 | 0 | 2 | 82% | (0) | -71% | | 28 | 30 | 12 | 1 | 4% | (16) | -134% | | 32 | 88% | | | | |
| | | 1,239 | 1,423 | 987 | 184 | 13% | (252) | -26% | | 13,273 | 15,654 | 12,428 | 2,380 | 15% | (845) | -7% | | 17,077 | 78% | | | | |
| Supplies: | | | | | | | | | | | | | | | | | | | | | | | |
| 511010 | Chemical Gases & Special Fluids | 3 | 1 | 1 | (1) | -113% | (2) | -184% | | 12 | 13 | 14 | 1 | 9% | 2 | 13% | | 15 | 84% | | | | |
| 511040 | Audio Visual Supplies | - | - | - | - | | - | | | - | - | - | - | 0% | - | 0% | | - | 0% | | | | |
| 511045 | Computer Supplies | (0) | 5 | 12 | 5 | 107% | 12 | 103% | | 14 | 51 | 47 | 38 | 73% | 34 | 71% | | 56 | 25% | | | | |
| 511050 | Paper & Printing Supplies | 3 | 3 | 3 | (1) | -35% | 0 | 2% | | 23 | 28 | 30 | 5 | 18% | 7 | 24% | | 30 | 75% | | | | |
| 511055 | Publications & Printed Material | 1 | 1 | 0 | 1 | 47% | (1) | -1925% | | 8 | 16 | 17 | 8 | 49% | 9 | 51% | | 18 | 47% | | | | |
| 511060 | Postage | 0 | 0 | 0 | 0 | 44% | 0 | 80% | | 1 | 1 | 1 | 0 | 22% | 0 | 30% | | 1 | 72% | | | | |
| 511070 | Miscellaneous Office Supplies | 11 | 8 | 8 | (2) | -26% | (2) | -30% | | 85 | 93 | 100 | 8 | 8% | 15 | 15% | | 101 | 84% | | | | |
| 511080 | General Laboratory Supply | 70 | 101 | 217 | 31 | 31% | 147 | 68% | | 987 | 1,107 | 1,381 | 120 | 11% | 395 | 29% | | 1,208 | 82% | | | | |
| 511090 | Medical & Surgical Supplies | - | 0 | - | 0 | 100% | - | | | 1 | 1 | - | 1 | 44% | (1) | 0% | | 1 | 52% | | | | |
| 511095 | Small Technical & Scientific Eq | - | 2 | 2 | 2 | 100% | 2 | 100% | | 8 | 19 | 19 | 11 | 56% | 10 | 55% | | 21 | 40% | | | | |
| 511110 | Fuel | - | - | - | - | | - | | | - | - | - | - | 0% | - | 0% | | - | 0% | | | | |
| 511120 | Clothing | 1 | 3 | 9 | 2 | 58% | 7 | 84% | | 29 | 38 | 29 | 9 | 24% | 0 | 2% | | 41 | 69% | | | | |
| 511125 | Food/Event Supplies | 0 | 2 | 0 | 2 | 98% | 0 | 80% | | 9 | 18 | 18 | 9 | 49% | 9 | 47% | | 20 | 47% | | | | |
| 511130 | Weapons Munitions & Supplies | 0 | 0 | - | 0 | 61% | (0) | | | 4 | 4 | 8 | 1 | 16% | 5 | 57% | | 5 | 77% | | | | |
| 511145 | Small Tools & Minor Equipment | 0 | 1 | 1 | 1 | 79% | 0 | 63% | | 12 | 14 | 12 | 2 | 12% | (0) | -1% | | 15 | 81% | | | | |
| 511150 | Miscellaneous Parts & Supplies | 0 | 1 | 1 | 1 | 84% | 0 | 67% | | 8 | 14 | 6 | 6 | 41% | (2) | -40% | | 15 | 54% | | | | |
| | | 89 | 129 | 254 | 40 | 31% | 165 | 65% | | 1,200 | 1,418 | 1,682 | 218 | 15% | 482 | 29% | | 1,547 | 78% | | | | |

HOUSTON FORENSIC SCIENCE CENTER, INC.
COMPARATIVE STATEMENT OF ACTIVITIES - ACCRUAL BASIS
For the Period July 1, 2017 through May 31, 2018

| | | Current Month (Preliminary) | | | | | | YTD | | | | | | FY18 | | | |
|-----------|------------------------------------|-----------------------------|-----------|----------------------|-----------------|-------|-------------|--------|----------------------|-----------|----------------------|------------|------|----------|-------|-----------|-----------|
| | | FY18 | FY18 | FY17 | Variance | | | | FY18 | FY18 | FY17 | Variance | | | | FY18 | % Year |
| | | May 1- May 31, 2018 | Budget V3 | May 1 - May 31, 2017 | Budget - Actual | % | FY18 - FY17 | % | July 1- May 31, 2018 | Budget V3 | July 1- May 31, 2017 | Vs. Budget | % | Vs. FY17 | % | Budget V3 | Completed |
| Services: | | | | | | | | | | | | | | | | | |
| 520100 | Temporary Personnel Services | 2 | - | - | (2) | | (2) | | 19 | - | 7 | (19) | 0% | (12) | 0% | - | 0% |
| 520105 | Accounting & Auditing Svcs | 3 | 4 | 3 | 0 | 13% | (0) | -15% | 36 | 39 | 31 | 4 | 9% | (5) | -16% | 43 | 83% |
| 520106 | Architectural Svcs | - | - | - | - | | - | | - | - | - | - | 0% | - | 0% | - | 0% |
| 520107 | Computer Info/Contracting Svcs | - | 2 | - | 2 | 100% | - | | 0 | 26 | 28 | 26 | 100% | 28 | 100% | 28 | 0% |
| 520109 | Medical Dental & Laboratory Ser | 10 | 15 | 90 | 5 | 34% | 80 | 89% | 90 | 160 | 495 | 71 | 44% | 405 | 82% | 175 | 51% |
| 520110 | Management Consulting Services | 5 | 25 | 4 | 20 | 80% | (1) | -16% | 283 | 274 | 550 | (9) | -3% | 267 | 49% | 299 | 95% |
| 520112 | Banking Services | 0 | 0 | 0 | (0) | -9% | (0) | -44% | 3 | 3 | 3 | 0 | 15% | 1 | 16% | 3 | 78% |
| 520113 | Photographic Services | - | 0 | - | 0 | 100% | - | | 1 | 1 | 0 | 1 | 47% | (0) | -103% | 1 | 49% |
| 520114 | Misc Support Serv Recruit Relo | 6 | 9 | 9 | 3 | 37% | 4 | 41% | 100 | 96 | 90 | (3) | -4% | (9) | -10% | 105 | 95% |
| 520115 | Real Estate Rental | 84 | 90 | 84 | 6 | 6% | (0) | 0% | 895 | 989 | 1,016 | 94 | 9% | 121 | 12% | 1,079 | 83% |
| 520118 | Refuse Disposal | - | 0 | - | 0 | 100% | - | | 2 | 4 | 4 | 2 | 50% | 2 | 0% | 4 | 45% |
| 520119 | Computer Equip/Software Maint. | 196 | 74 | 93 | (122) | -166% | (102) | -109% | 998 | 809 | 430 | (189) | -23% | (568) | -132% | 882 | 113% |
| 520121 | IT Application Services | - | 11 | 48 | 11 | 100% | 48 | 100% | 99 | 119 | 43 | 19 | 16% | (57) | 0% | 130 | 77% |
| 520123 | Vehicle & Motor Equip. Services | - | 1 | 1 | 1 | 100% | 1 | 100% | 0 | 7 | 3 | 7 | 100% | 3 | 100% | 8 | 0% |
| 520124 | Other Equipment Services | 45 | 34 | 73 | (10) | -31% | 28 | 39% | 347 | 378 | 274 | 30 | 8% | (74) | -27% | 412 | 84% |
| 520143 | Credit/Bank Card Svcs | - | 0 | 0 | 0 | 100% | 0 | 100% | 0 | 0 | 1 | 0 | 64% | 1 | 87% | 0 | 33% |
| 520145 | Criminal Intelligence Services | - | - | - | - | | - | | - | - | - | - | 0% | - | 0% | - | 0% |
| 520520 | Printing & Reproduction Serv. | - | 1 | 0 | 1 | 100% | 0 | 100% | 3 | 11 | 14 | 8 | 70% | 10 | 75% | 12 | 27% |
| 520605 | Public Information Svcs | 4 | 1 | 0 | (3) | -330% | (4) | -3958% | 13 | 11 | 9 | (2) | -19% | (3) | -34% | 12 | 109% |
| 520705 | Insurance (Non-Medical) | 8 | 12 | 12 | 4 | 32% | 4 | 31% | 93 | 130 | 109 | 37 | 29% | 16 | 15% | 142 | 65% |
| 520760 | Contributions | - | 0 | - | 0 | 100% | - | | - | 1 | 1 | 1 | 100% | 1 | 0% | 1 | 0% |
| 520765 | Membership & Prof. Fees | 2 | 4 | 1 | 2 | 48% | (1) | -164% | 24 | 39 | 47 | 16 | 40% | 24 | 50% | 43 | 55% |
| 520805 | Education & Training | 11 | 13 | 7 | 1 | 10% | (4) | -60% | 139 | 138 | 92 | (0) | 0% | (47) | -51% | 151 | 92% |
| 520815 | Tuition Reimbursement | 14 | 3 | 11 | (11) | -360% | (3) | -27% | 43 | 34 | 42 | (9) | -27% | (1) | -2% | 37 | 116% |
| 520905 | Travel - Training Related | 8 | 14 | 18 | 6 | 41% | 9 | 52% | 151 | 157 | 166 | 5 | 4% | 14 | 9% | 171 | 88% |
| 520910 | Travel - Non-training Related | 4 | 3 | 1 | (1) | -25% | (3) | -264% | 27 | 32 | 17 | 5 | 17% | (10) | -58% | 35 | 76% |
| 521405 | Building Maintenance Services | 11 | 4 | 2 | (7) | -180% | (9) | -482% | 45 | 42 | 25 | (3) | -7% | (20) | -79% | 46 | 98% |
| 521505 | Utilities | 0 | 1 | 0 | 1 | 80% | (0) | -61% | 4 | 13 | 11 | 9 | 71% | 8 | 67% | 14 | 27% |
| 521605 | Data Services | 10 | 5 | 1 | (4) | -76% | (8) | -539% | 70 | 60 | 58 | (10) | -17% | (12) | -21% | 65 | 107% |
| 521610 | Voice Services, Equip & Labor | 2 | 6 | 10 | 4 | 63% | 8 | 77% | 52 | 65 | 65 | 13 | 20% | 13 | 20% | 71 | 73% |
| 521705 | Vehicle/Equipment Rental/Lease | - | 0 | - | 0 | 100% | - | | - | 0 | 1 | 0 | 0% | 1 | 0% | 0 | 0% |
| 521725 | Other Rental Fees | 2 | 3 | 1 | 1 | 39% | (1) | -110% | 33 | 35 | 26 | 2 | 6% | (7) | -29% | 38 | 87% |
| 521730 | Parking Space Rental | 23 | 12 | 5 | (10) | -85% | (17) | -329% | 158 | 136 | 134 | (23) | -17% | (24) | -18% | 148 | 107% |
| 521905 | Legal Services | - | 5 | - | 5 | 100% | - | | 43 | 60 | 2 | 17 | 28% | (41) | 0% | 65 | 66% |
| 522205 | Metro Commuter Passes | 5 | 5 | 6 | 0 | 6% | 1 | 14% | 55 | 59 | 67 | 4 | 6% | 12 | 17% | 64 | 86% |
| 522305 | Shipping and Freight | 1 | 2 | 3 | 1 | 57% | 2 | 69% | 15 | 20 | 20 | 5 | 26% | 5 | 27% | 22 | 68% |
| 522430 | Misc. Other Services & Chrgs | 9 | 13 | 1 | 4 | 30% | (8) | -645% | 131 | 141 | 135 | 10 | 7% | 4 | 3% | 154 | 85% |
| 522720 | Insurance - General & Professional | - | - | - | - | | - | | - | - | - | - | 0% | - | 0% | - | 0% |
| 523100 | Civilian Payroll | 122 | 146 | 179 | 25 | 17% | 57 | 32% | 1,357 | 1,611 | 2,518 | 254 | 16% | 1,161 | 46% | 1,758 | 77% |
| 523200 | Classified Payroll | 104 | 140 | 222 | 35 | 25% | 118 | 53% | 1,296 | 1,539 | 3,617 | 243 | 16% | 2,321 | 64% | 1,679 | 77% |
| 523300 | Supplies | - | 0 | - | 0 | 100% | - | | 0 | 0 | 27 | 0 | 16% | 27 | 0% | 0 | 77% |
| 523400 | Services | 3 | 3 | 2 | (1) | -20% | (2) | -111% | 26 | 31 | 30 | 5 | 16% | 4 | 14% | 33 | 77% |
| 523000 | Sub-Contractor (COH-HPD) Total | 230 | 289 | 402 | 60 | 21% | 173 | 43% | 2,679 | 3,181 | 6,193 | 502 | 16% | 3,513 | 57% | 3,470 | 77% |
| | | 693 | 661 | 887 | (32) | -5% | 193 | 22% | 6,651 | 7,272 | 10,211 | 621 | 9% | 3,560 | 35% | 7,933 | 84% |

HOUSTON FORENSIC SCIENCE CENTER, INC.
COMPARATIVE STATEMENT OF ACTIVITIES - ACCRUAL BASIS
For the Period July 1, 2017 through May 31, 2018

| | | Current Month (Preliminary) | | | | | | | | YTD | | | | | | | | FY18 | |
|---|---------------------------------|-----------------------------|-------|----------------------|-----------------|-------|-------|--------|----------------------|---------|----------------------|------------|-------|-------|-------|-----------|-----------|------|--|
| | | FY18 | FY18 | FY17 | Variance | | | | FY18 | FY18 | FY17 | Variance | | | | FY18 | % Year | | |
| | | May 1- May 31, 2018 | | May 1 - May 31, 2017 | | | | | July 1- May 31, 2018 | | July 1- May 31, 2017 | | | | | | | | |
| | | Budget V3 | | | Budget - Actual | % | | | Budget V3 | | | Vs. Budget | % | | % | Budget V3 | Completed | | |
| Non-Capital Expenditures | | | | | | | | | | | | | | | | | | | |
| 551010 | Furniture and Fixtures | 3 | 8 | 2 | 5 | 62% | (1) | -48% | 34 | 92 | 90 | 58 | 63% | 57 | 63% | 100 | 34% | | |
| 551015 | Computer Hardware/SW | 30 | 15 | 16 | (15) | -94% | (14) | -85% | 175 | 170 | 141 | (5) | -3% | (34) | -24% | 185 | 95% | | |
| 551025 | Scientific/Foren Eqmt | 2 | 2 | - | (0) | -26% | (2) | | 14 | 18 | 65 | 5 | 26% | 52 | 79% | 20 | 68% | | |
| Total Non-Capital Expenditures | | 35 | 25 | 18 | (10) | -38% | (17) | -92% | 222 | 280 | 296 | 57 | 21% | 74 | 25% | 305 | 73% | | |
| Capital Expenditures | | | | | | | | | | | | | | | | | | | |
| 170140 | Improvements | - | - | - | - | | - | | - | - | - | - | 0% | - | 0% | - | 0% | | |
| 170210 | Furniture & Fixtures | - | - | - | - | | - | | - | - | - | - | 0% | - | 0% | - | 0% | | |
| 170230 | Computer Hardware/SW | - | 8 | - | 8 | 100% | - | | 230 | 86 | 355 | (144) | 0% | 125 | 0% | 94 | 0% | | |
| 170240 | Scientific/Foren Eqmt | - | 74 | 10 | 74 | 100% | 10 | 100% | 51 | 809 | 469 | 758 | 94% | 418 | 89% | 883 | 6% | | |
| 170980 | Const in Progress | 240 | - | - | (240) | | (240) | | 761 | - | 147 | (761) | 0% | (614) | 0% | - | 0% | | |
| Total Capital Expenditures | | 240 | 81 | 10 | (159) | -195% | (230) | -2367% | 1,042 | 895 | 971 | (147) | -16% | (71) | -7% | 977 | 107% | | |
| Total Expense and Capital Before Depreciation | | 2,296 | 2,320 | 2,155 | 24 | 1% | (141) | -7% | 22,388 | 25,518 | 25,590 | 3,129 | 12% | 3,202 | 13% | 27,838 | 80% | | |
| 561230 | Depreciation | 41 | 36 | 38 | (5) | -15% | (4) | -10% | 445 | 396 | 433 | (49) | -12% | (12) | -3% | 432 | 103% | | |
| 570505 | FA Gain/Loss | - | - | - | - | 0% | - | 100% | - | - | - | - | 0% | - | 0% | - | 0% | | |
| 610000 | City of Houston Direct Overhead | 122 | 122 | 122 | (0) | 0% | - | 0% | 1,338 | 1,338 | 1,460 | (0) | 0% | 122 | 8% | 1,460 | 92% | | |
| Grant and Training Expense | | - | 24 | - | 24 | 100% | - | | - | 260 | - | 260 | 100% | - | 0% | 284 | 0% | | |
| Total Expense and Capital After Depreciation | | 2,459 | 2,501 | 2,315 | 42 | 2% | (144) | -6% | 24,171 | 27,513 | 27,531 | 3,341 | 12% | 3,311 | 12% | 30,014 | 81% | | |
| Net Ordinary Income less capital spending | | (2,336) | (277) | (1,452) | (2,144) | 774% | (884) | 61% | 285 | (3,046) | (808) | 3,330 | -109% | 1,045 | -129% | (3,323) | -9% | | |

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

(in '000's)

| | Preliminary As of 05/31/18 | As of 03/31/18 | As of 12/31/17 | As of 09/30/17 |
|--|----------------------------------|-------------------------|-------------------------|-------------------------|
| ASSETS | | | | |
| Cash and Cash Equivalents | | | | |
| Bank of Texas-Operating | \$ 2,487 | \$ 6,162 | \$ 10,667 | \$ 14,769 |
| Total Current Assets | <u>2,487</u> | <u>6,162</u> | <u>10,667</u> | <u>14,769</u> |
| Accounts Receivable | | | | |
| Accounts Receivable | 20 | 32 | 35 | 353 |
| Total Accounts Receivable | <u>20</u> | <u>32</u> | <u>35</u> | <u>353</u> |
| Capital Assets Net of Depreciation | | | | |
| Capital Assets | 5,984 | 5,723 | 5,021 | 4,975 |
| Accumulated Depreciation | (1,561) | (1,478) | (1,356) | (1,236) |
| Total Net Capital Assets | <u>4,423</u> | <u>4,244</u> | <u>3,665</u> | <u>3,740</u> |
| Other Assets | | | | |
| Prepaid - HR | - | - | 5 | 13 |
| Prepaid - Insurance | 21 | 43 | 81 | 98 |
| Prepaid - Service Agreements | 36 | 68 | 126 | 184 |
| Prepaid - Other | 7 | 91 | 95 | 86 |
| Total Other Assets | <u>65</u> | <u>202</u> | <u>306</u> | <u>380</u> |
| TOTAL ASSETS | <u><u>\$ 6,995</u></u> | <u><u>\$ 10,639</u></u> | <u><u>\$ 14,673</u></u> | <u><u>\$ 19,242</u></u> |
| LIABILITIES | | | | |
| Accounts Payables | \$ 202 | \$ 199 | \$ 111 | \$ 444 |
| Payroll Tax Liability | 480 | 540 | 481 | 531 |
| Other Liabilities, Including Fund 2213 Billing | 405 | 252 | 229 | 282 |
| Deferred - Others | 6 | 6 | 6 | 6 |
| Total Liabilities | <u>1,094</u> | <u>997</u> | <u>828</u> | <u>1,264</u> |
| NET POSITION/FUND BALANCE | | | | |
| Unrestricted/Unassigned | 1,478 | 5,398 | 10,105 | 14,152 |
| Temporarily Restricted - SAFE Funds | | | | |
| Net Investment in Capital Assets | 4,423 | 4,244 | 3,740 | 3,826 |
| Total Net Position | <u>5,901</u> | <u>9,642</u> | <u>13,845</u> | <u>17,978</u> |
| TOTAL LIABILITIES AND NET POSITION | <u><u>\$ 6,995</u></u> | <u><u>\$ 10,639</u></u> | <u><u>\$ 14,673</u></u> | <u><u>\$ 19,242</u></u> |

Awarded

| | | | |
|--|----------------|-----------------|-------------------------|
| Awarding Agency: USDOJ-OJP-NIJ | | | |
| Name of Project: NIJ FY 16 DNA Capacity Enhancement and Backlog Reduction Program | | | |
| Start and End Dates: 01/01/2017 - 12/31/2018 | | | |
| Contact: Alissa Genovese | | | |
| Award Number: 2016-DN-BX-0142 | | | |
| | Awarded | Invoiced | Amount Remaining |
| Amount of Award: | \$ 741,000 | | |
| Grant Inception to date: | (380,592) | 380,535 | (57) |
| Grant Balance: | 360,408 | | |
| Status: 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 | Amount Remaining |
| Amount of Award: | \$ 867,755 | | |
| Grant Inception to date: | (113,430) | 45,932 | (67,499) |
| Grant Balance: | 754,325 | | |
| 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 | Amount Remaining |
| Amount of Award: | \$ 114,000 | - | 114,000 |
| HFSC Match | 38,000 | - | 38,000 |
| Grant Inception to date: | (999) | - | (999) |
| Grant Balance: | 151,001 | | |
| Status: Awarded | | | |

Solicitation

Awarding Agency: USDOJ-OJP-NIJ

Discipline: Seized Drugs

Primary Recipient: RTI

Name of Project: Applied Research and Development in Forensic Science for Criminal Justice Purposes

HFSC will work with RTI to provide technology evaluation for seized materials at our laboratory. This will help ensure RTI is

Purpose: able to fully evaluate the use of near infrared (NIR) spectroscopy for the detection of drugs from seized material during the course of the project.

Collaboration: HFSC

Start and End Dates: Start 01/01/2019

Contact: Katherine Moore /Megan Grabenauer

Solicitation Number: NIJ-2018-13600

Amount Requested:

Status:

Letter of Support

Awarding Agency: NIJ

Discipline: Seized Drugs

Primary Recipient: HFSC

Name of Project: Research and Evaluation for the Testing and Interpretation of Physical Evidence in Publicly Funded Forensic Laboratories - Establishing Sufficiency Thresholds for Assessing the Quality of Mass Spectral Data

Purpose: 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.

Collaboration: Ohio University

Start and End Dates: 01/01/2019 - 12/31/2022

Contact: Peter Harrington

Solicitation Number: NIJ-2018-13900

Amount Requested: \$ 773,000

HFSC Requested \$ 355,322

Status:

Submitted

Awarding Agency: NIJ

Discipline: Seized Drugs

Primary Recipient: Texas Southern University

Name of Project: W.E.B. Du Bois Scholars in Race and Crime Research

Assessing the Impact of the No Lab, No Plea Policy

Purpose: This research serves to evaluate the No Lab, No Plea policy instituted in Harris County, Texas and to gauge how it impacts racial disproportionalities in the handling of drug offense cases. We also aim to determine whether reduced forensic turnaround times and the analysis of forensic evidence are related to sentencing outcomes.

Collaboration: Texas Southern University/HFSC

Start and End Dates: 01/01/2019 - 12/31/2022

Contact: Howard Henderson

Solicitation Number: NIJ-2018-14220

Total Amount Requested: \$ 455,249.00

HFSC Requested Funds: \$ 112,357.00

Status:

Submitted

Awarding Agency: NIJ

Discipline: Latent Prints

Primary Recipient: RTI

Name of Project: Applied Research and Development in Forensic Science for Criminal Justice Purposes

Purpose: 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 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.

Collaboration: HFSC

Start and End Dates: Start 01/01/2019

Contact: Heidi Eldridge

Solicitation Number: NIJ-2018-13600

Total Amount Requested:

Status: Letter of Support

Awarding Agency: NIJ

Discipline: Seized Drugs

Primary Recipient: TSU/US/SHSU

Name of Project: "Applied Research and Development in Forensic Science for Criminal Justice Purposes"

Purpose: The Houston Forensic Science Center (HFSC) is pleased to offer our support to Texas Southern University with University of Houston and Sam Houston State University (the Partnership) for their proposal to develop a mobile sensor for multiplex detection of "fentalogs" in street drugs.

Collaboration: HFSC

Start and End Dates: Start 01/01/2019

Contact: Ashraf Mozayani

Solicitation Number: NIJ-2018-13600

Total Amount Requested:

Status: Letter of Support