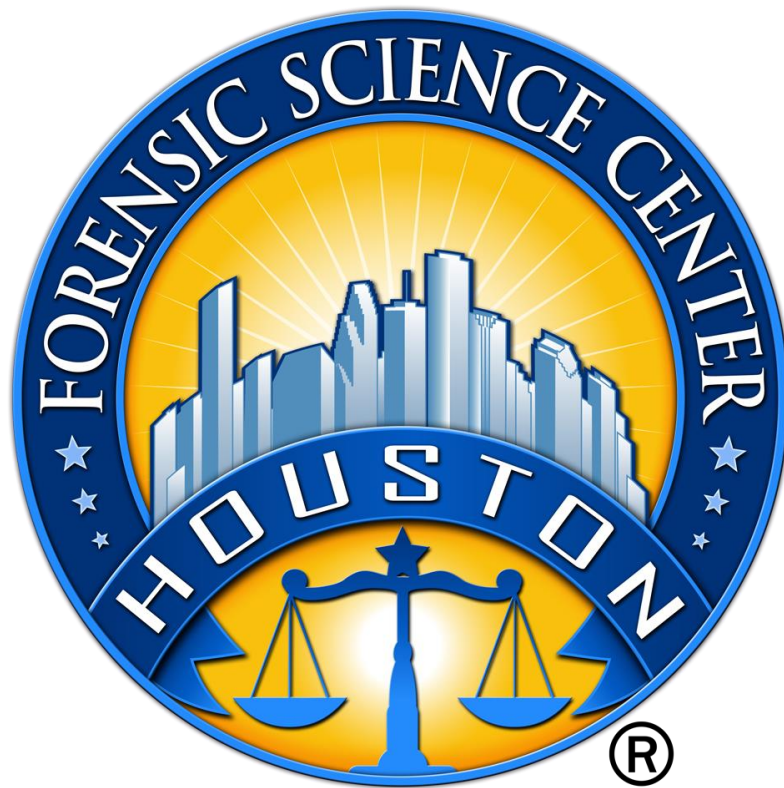


Houston Forensic Science Center, Inc.

**Board of Directors Meeting**

***December 13, 2019: CANCELLED***



**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**

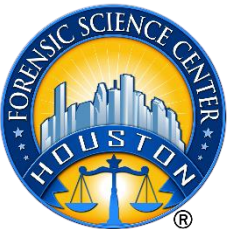
**Position 9 - Vacant**

**Ex-Officio - Tracy Calabrese**

# Table of Contents

Operations Report: Page 2

Quality Report: Page 73

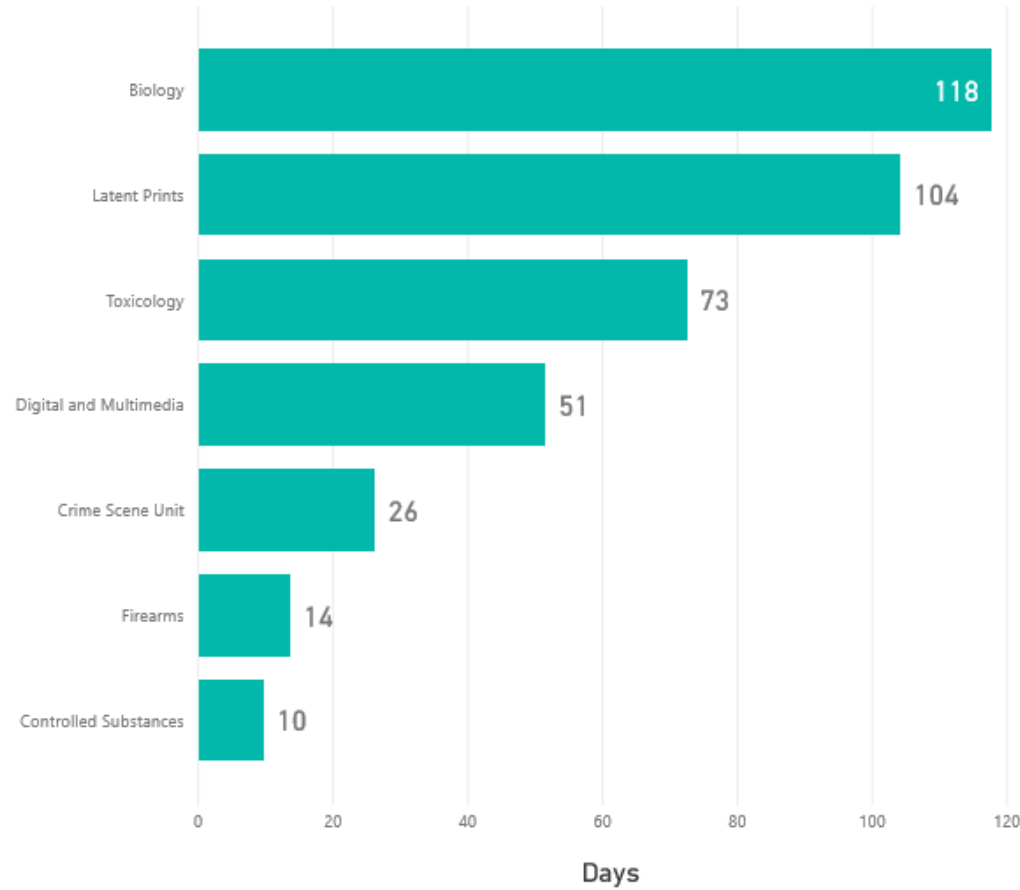


# Operations Report

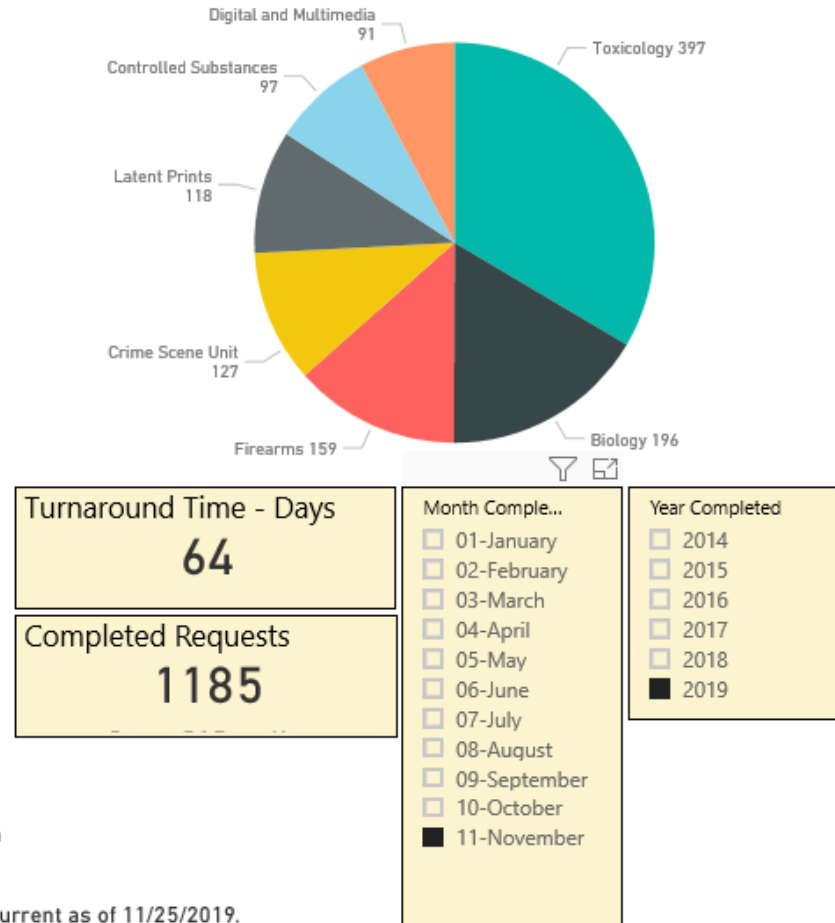
December 2019-Statistics



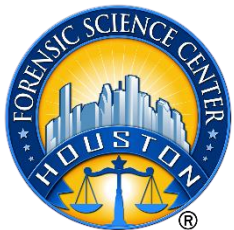
## Average Turnaround Time for November 2019



## Requests Completed by Section



This data is current as of 11/25/2019.





# November 2019

## Company Overview

### Open Quality Reports

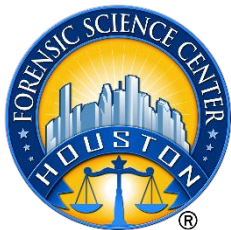
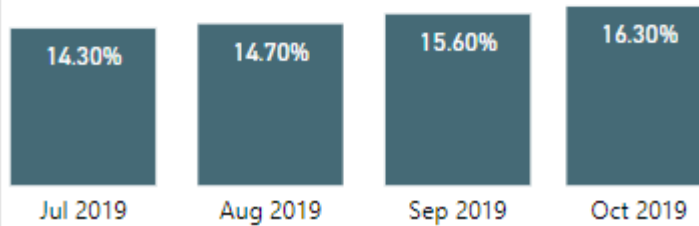
35

Quality TAT

28✓

Goal: 35, 36

### % of Requests in Backlog



### HFSC Request Turnaround Time

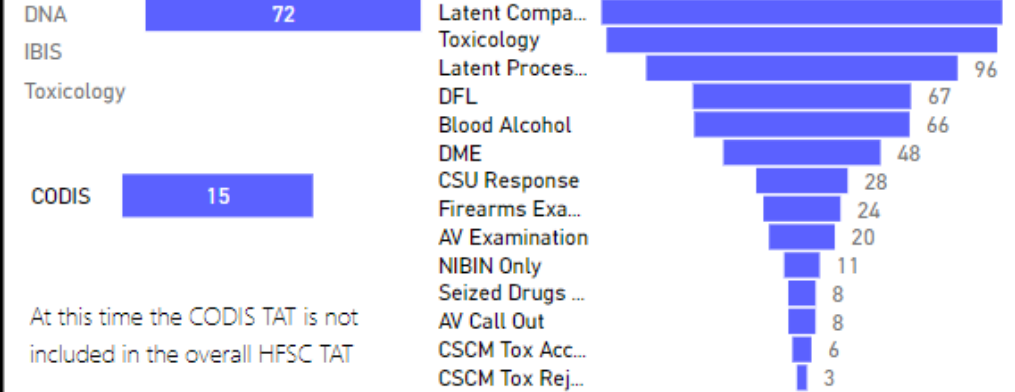
HFSC TATR (Past 30 Days)

40

HFSC TATR(Past 90 Days)

44

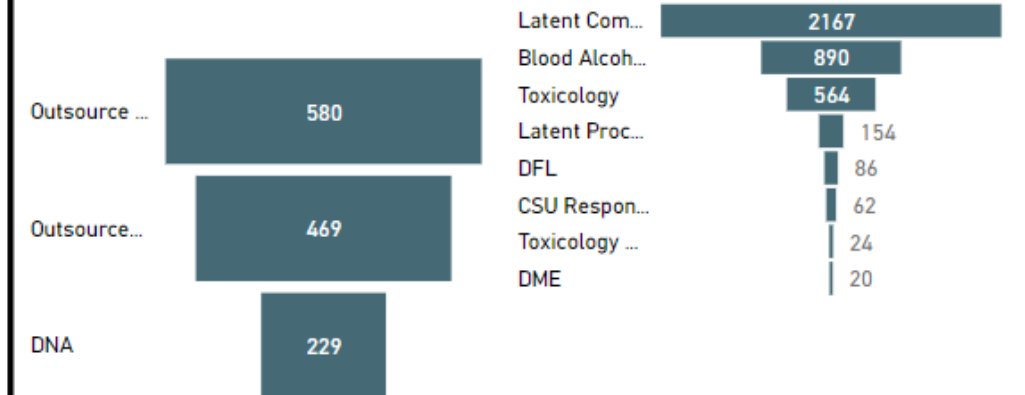
### Section Request TAT (Past 30 Days)



### HFSC Request Backlog

HFSC Backlog

5290



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

# 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%)

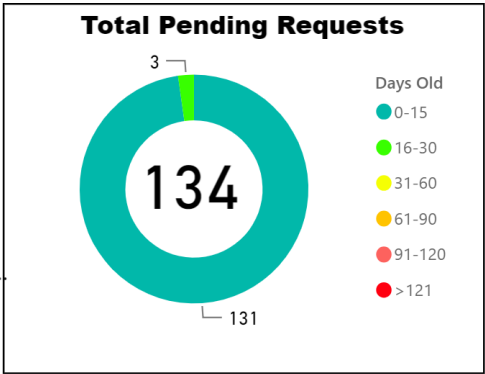
**# Pending Draft**  
24✓  
Goal: 100 (+76%)

**# 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)



Average time to close quality reports

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**

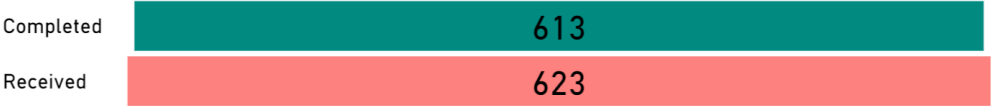
9✓  
Goal: 30, 31

**Avg Age of Open Reports\***

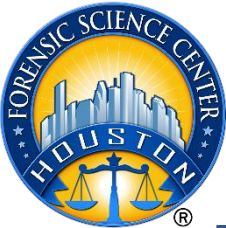
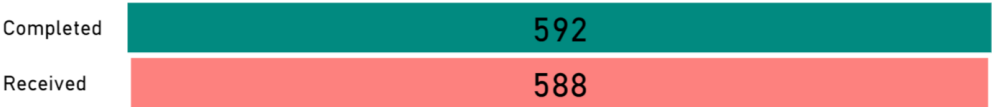
17

Quality Filter: Controlled Substances

Month to Date



30 Day Avg (Over Past 90 Days)



TAT= Turnaround Time MTD= Month to date Critical age=30 days Critical pending=requests open over 30 days

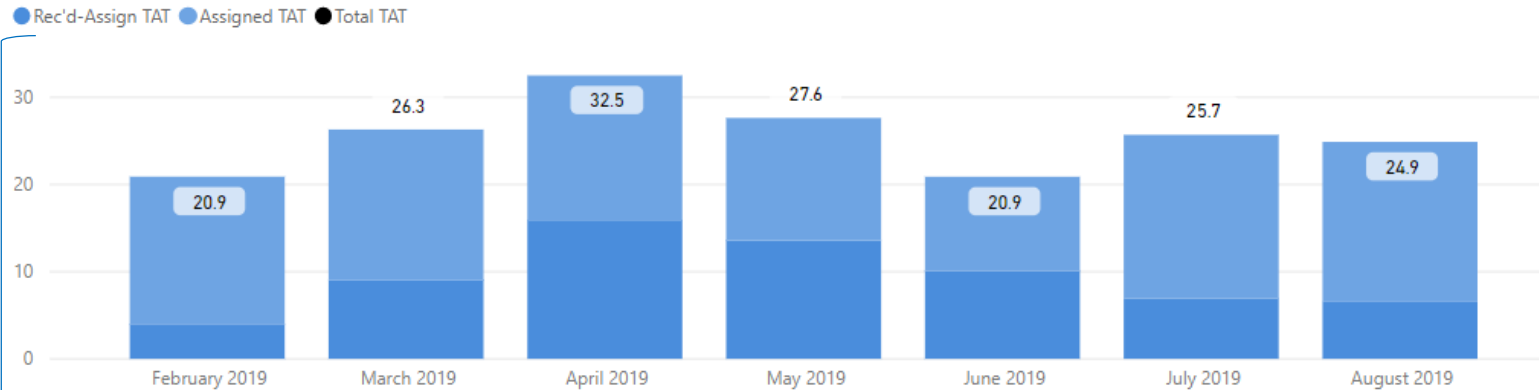
# Key for Dashboard Historical Pages 1/2

## Date Range

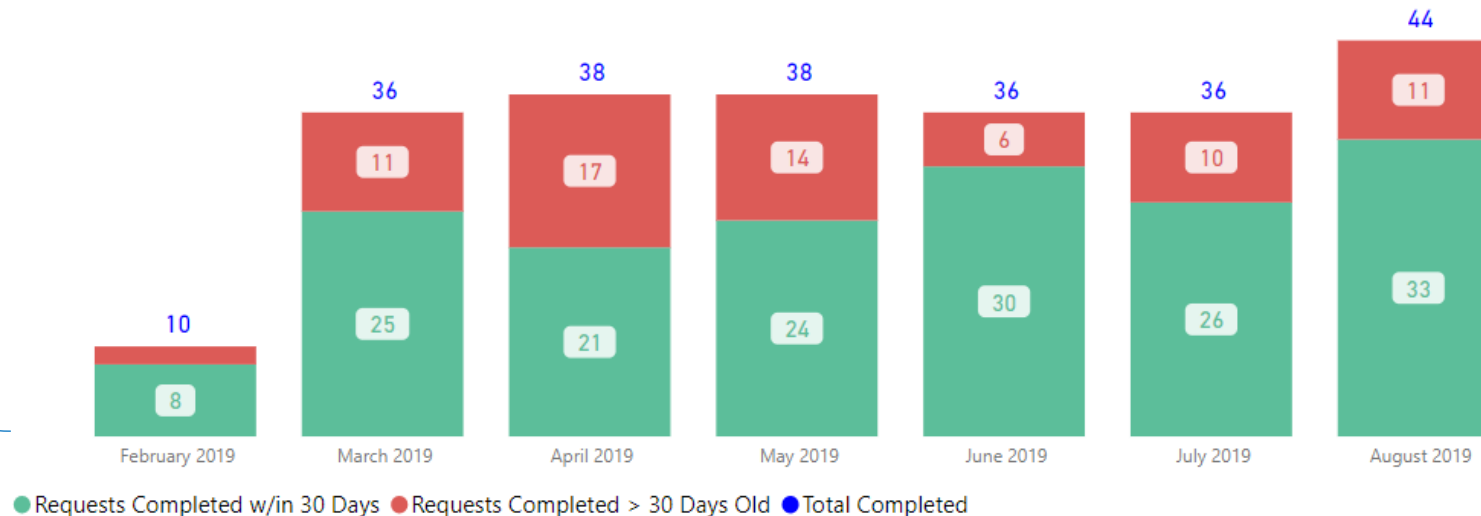
8/1/2018

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

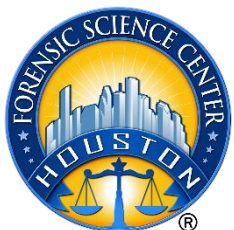
71

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

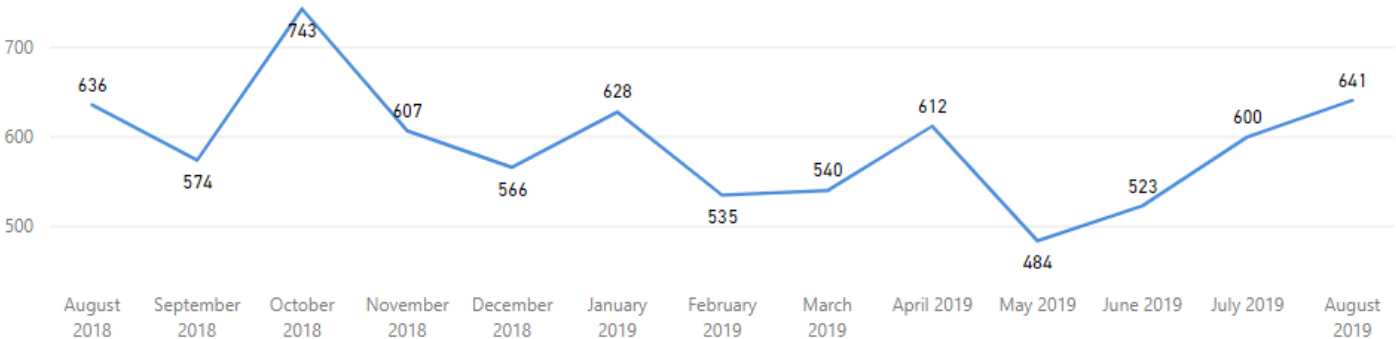
Type of testing

Service: Seized Drugs Examination  
Priority Type: All

Report type

Received Filter  
8/1/2018 8/31/2019

Received by Month



Total Received

7,689

Received per Month (Avg)\*

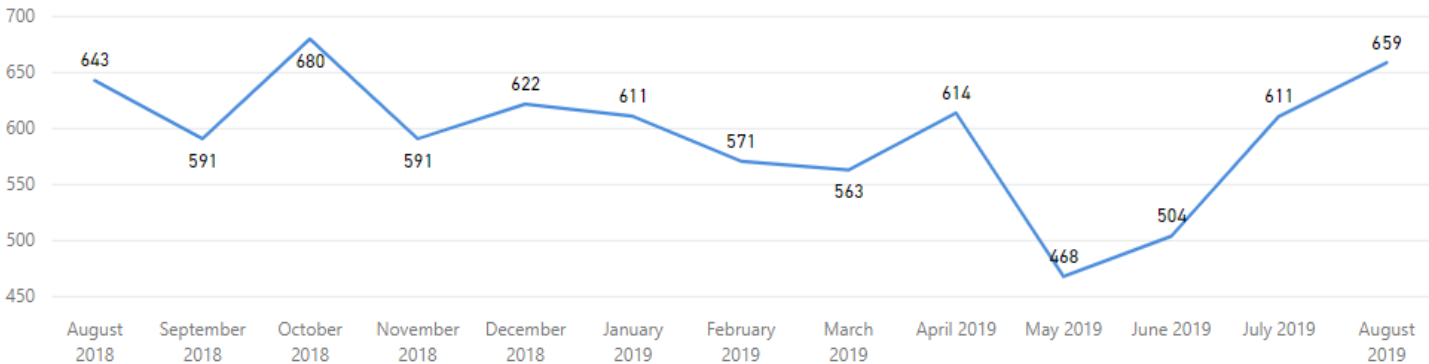
591

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

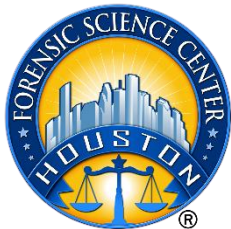
7,728

Completed per Month (Avg)\*

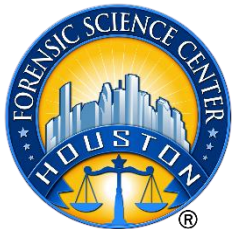
594

Overall average for the selected date range

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

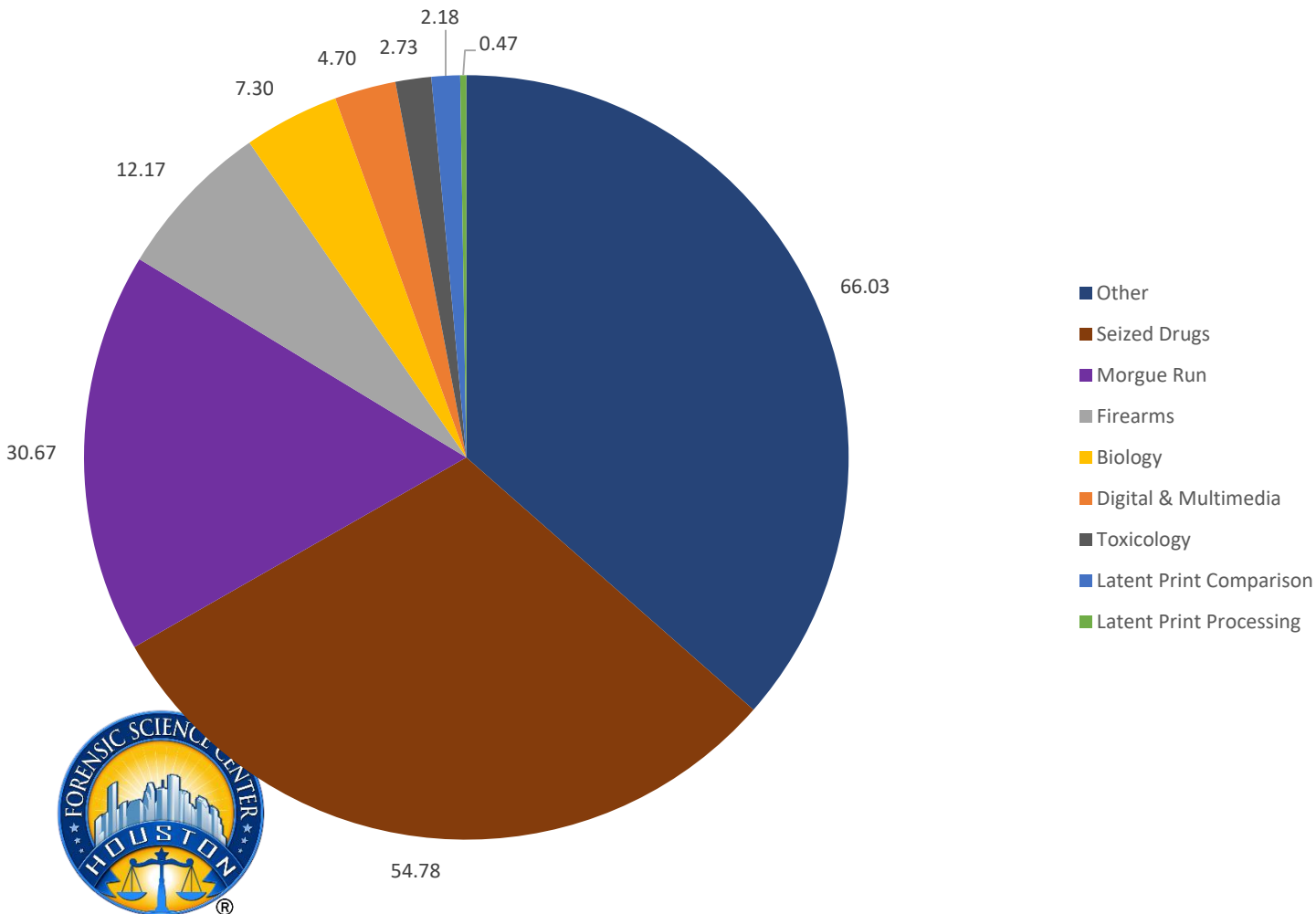


# Client Services and Case Management (CS/CM)



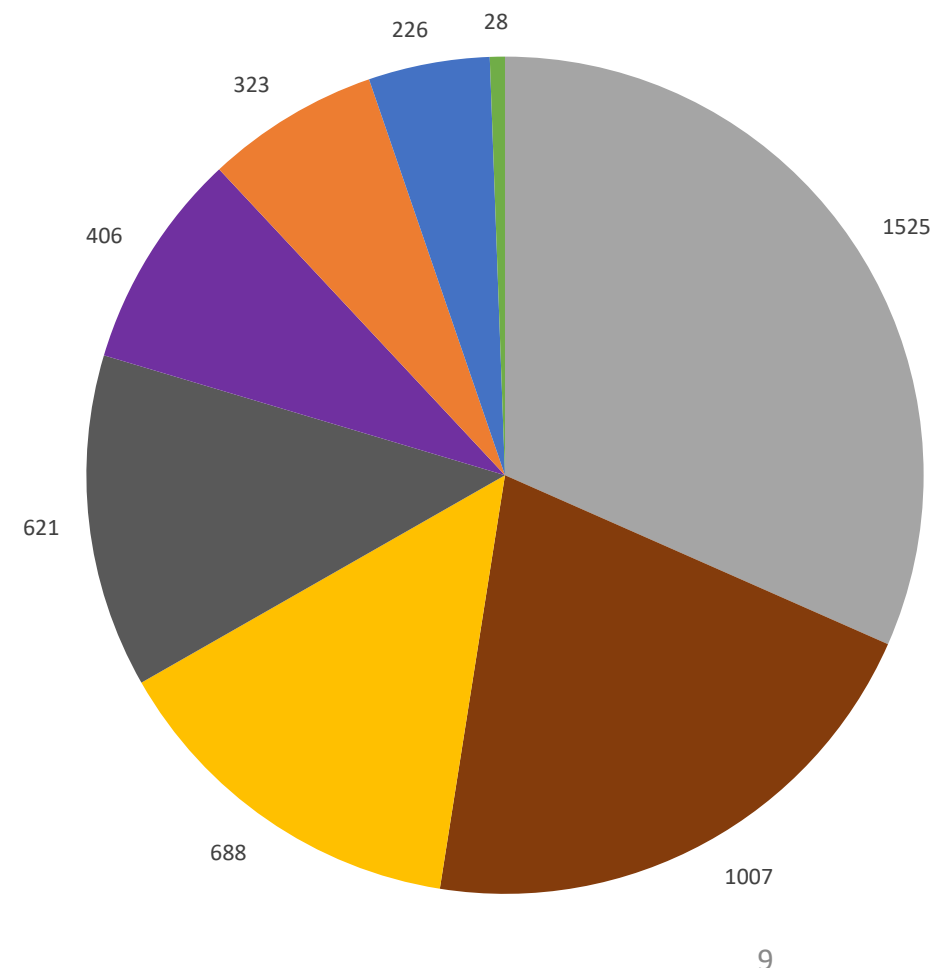
# CS/CM – November

Total Time by Section (Hours)  
See Time Categories by Section slide for breakdown



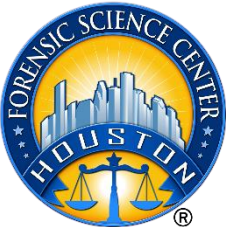
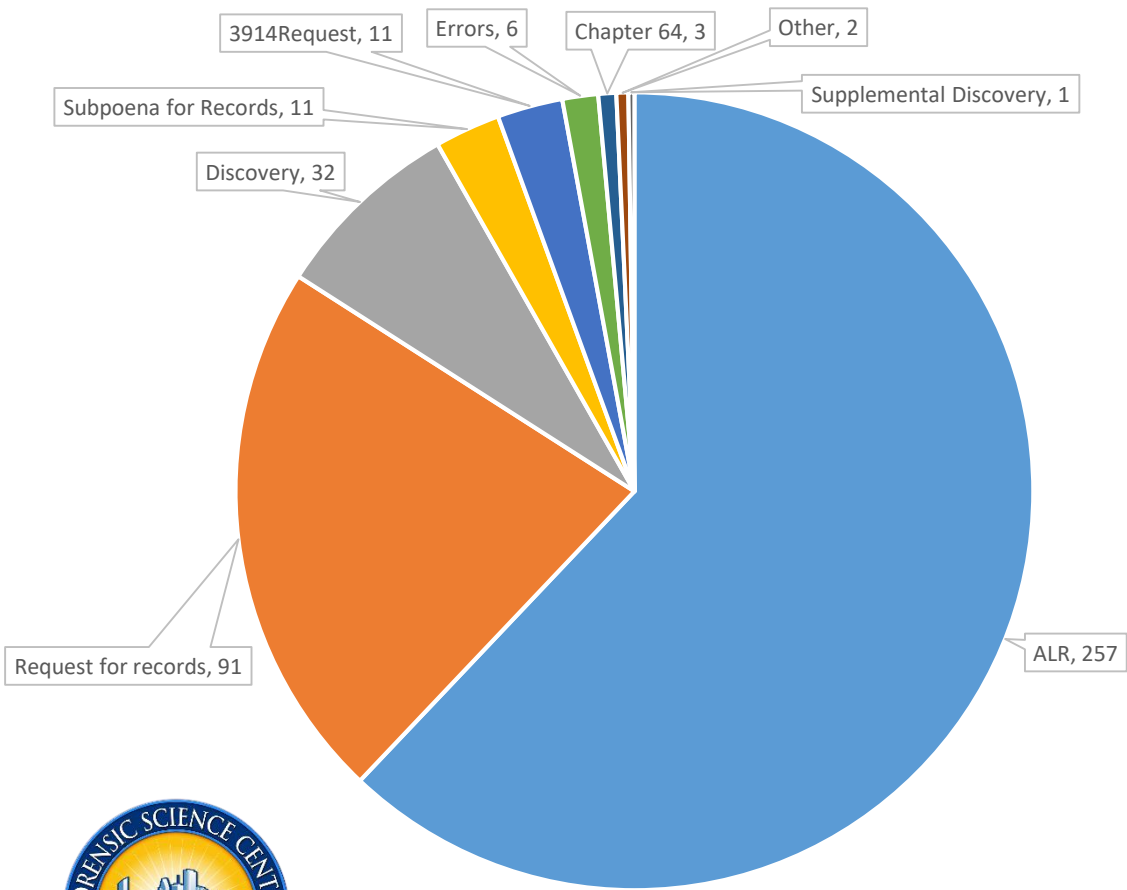
# Evidence Handling

Total Items by Section



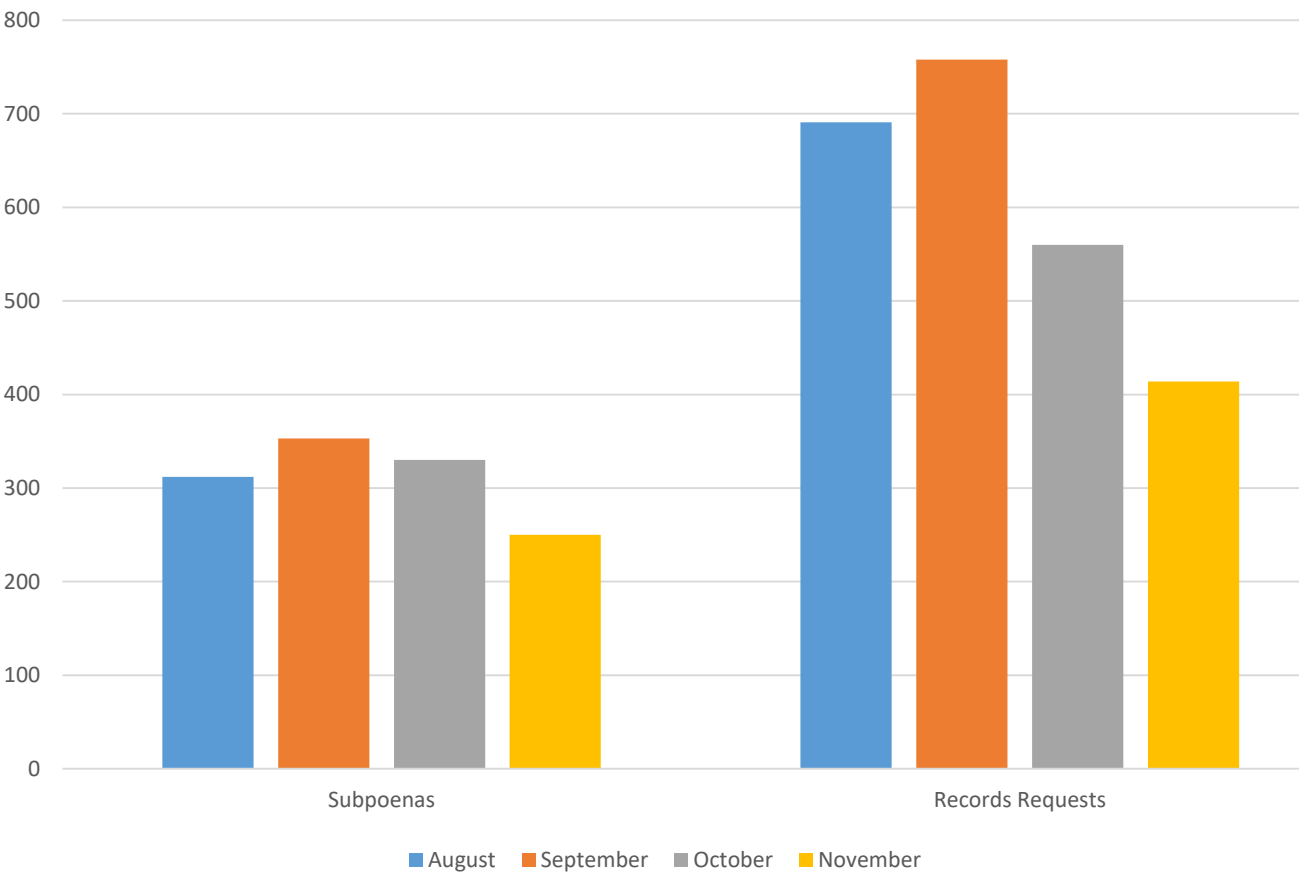
# CS/CM – November

Requests by Type



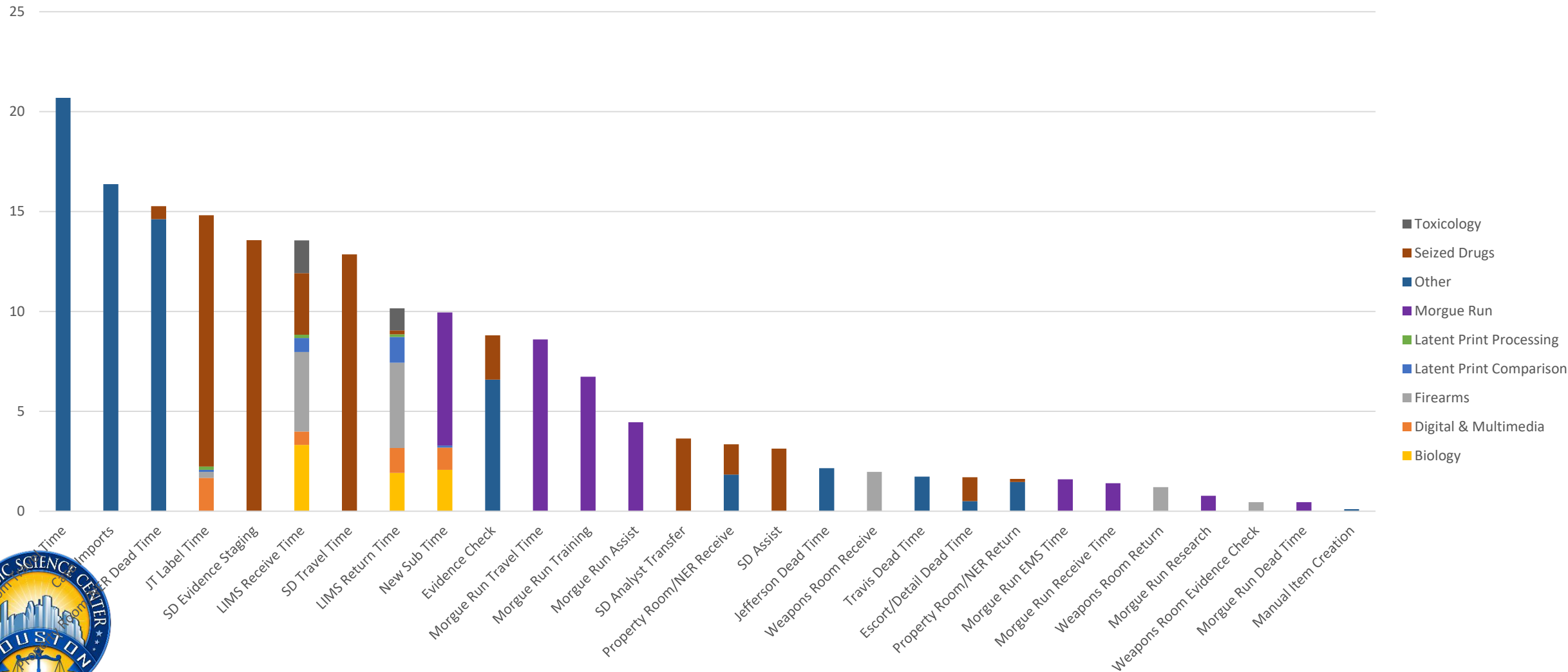
# Administrative

Subpoenas & Record Requests



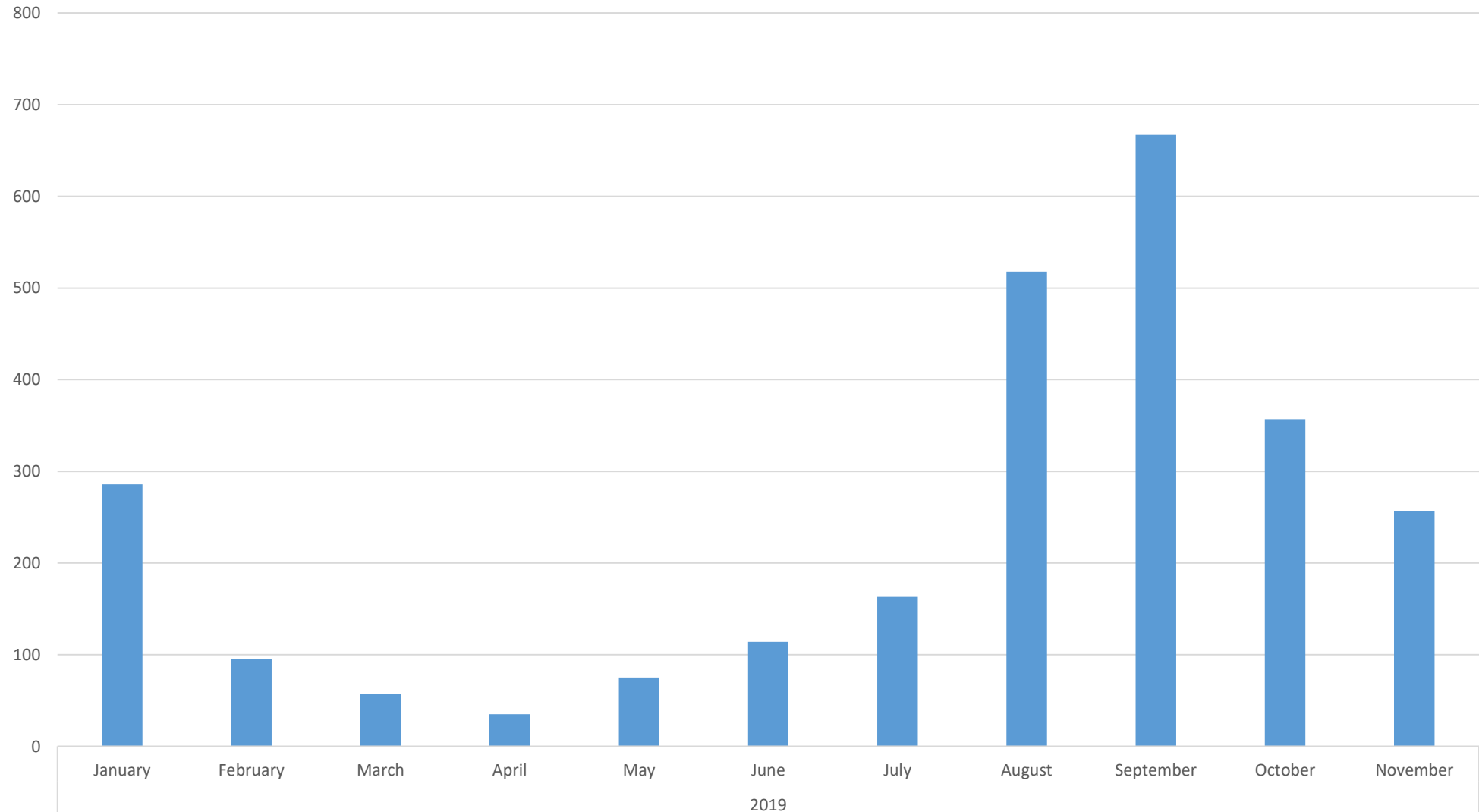
# Time Categories - November

# Evidence Handling





# Administrative License Revocation (ALR)



Service
Priority Type

CSCM Tox Accession
All

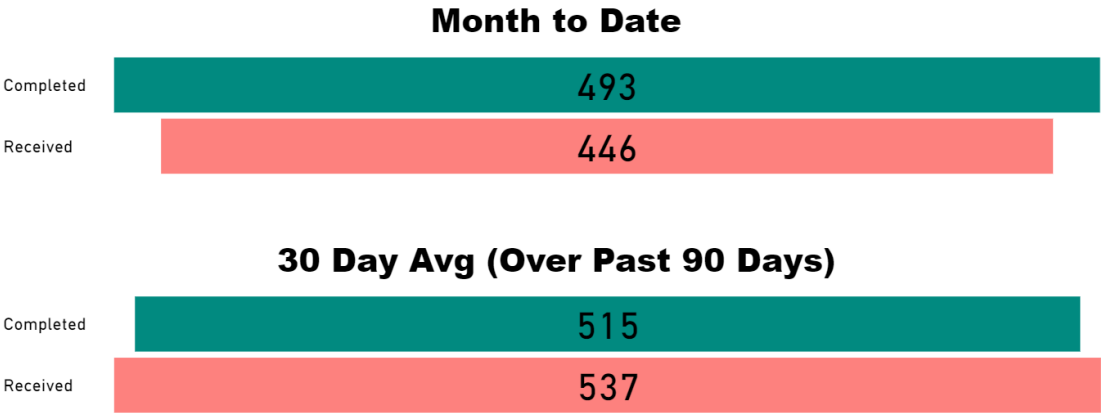
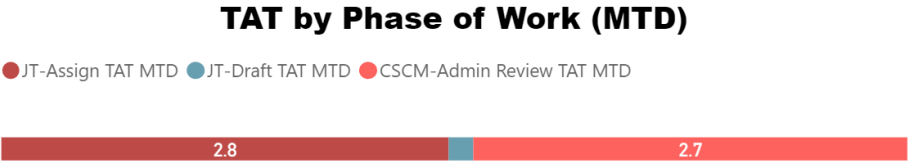
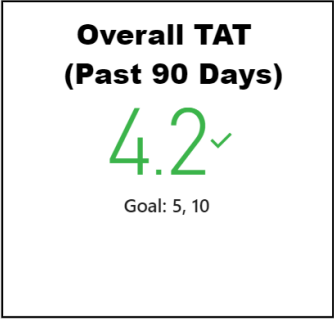
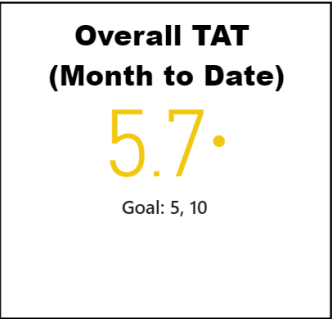
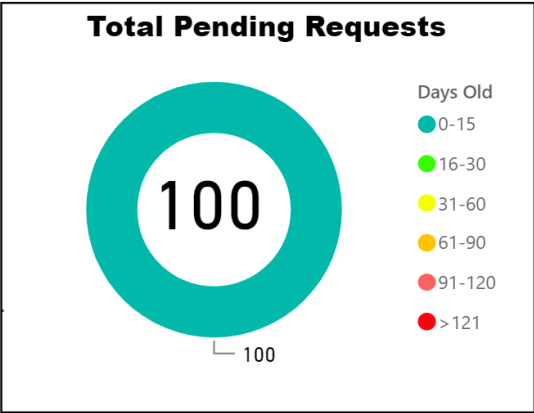
# of Unassigned
22✓
Goal: 150 (+85.33%)

# Pending Draft
0✓
Goal: 3 (+100%)

# Pending Admin
78!
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...
- 4 Age-Oldest Unassigned
- 0 Age-Oldest Pending Draft
- 12 Age-Oldest Pending Tech
- 0 Age-Oldest Pending Admin



### Open Quality Reports

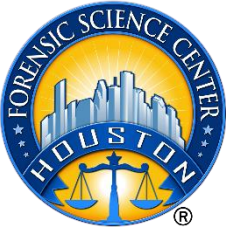
Qualtrax ID	Workflow #	Age
52876	2019-083	25

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

Quality TAT
21✓
Goal: 30, 31

Avg Age of Open Reports\*
25

Quality Filter
Client Services/Case Manag...



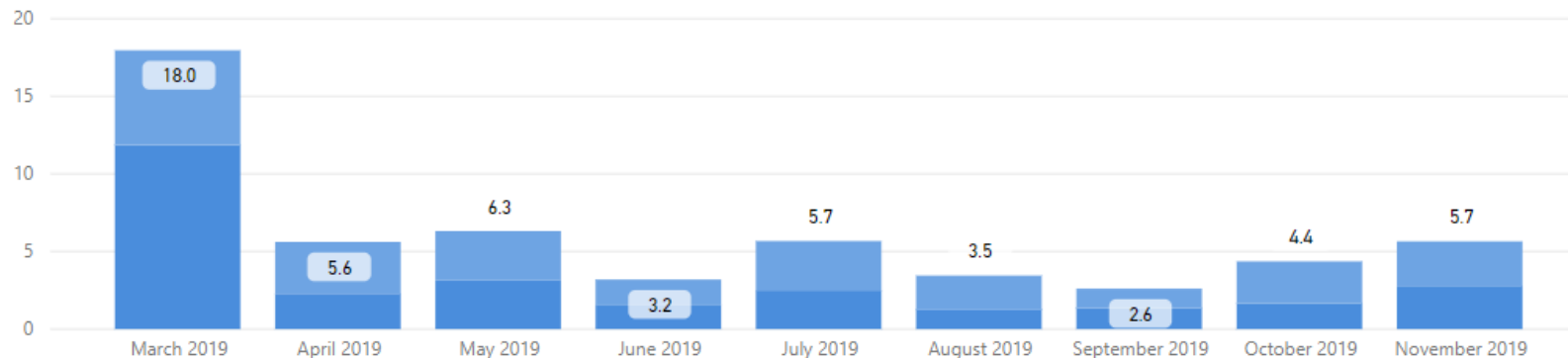
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

CSCM Tax Accession

Priority Type

All

## Selected Time Frame Averages

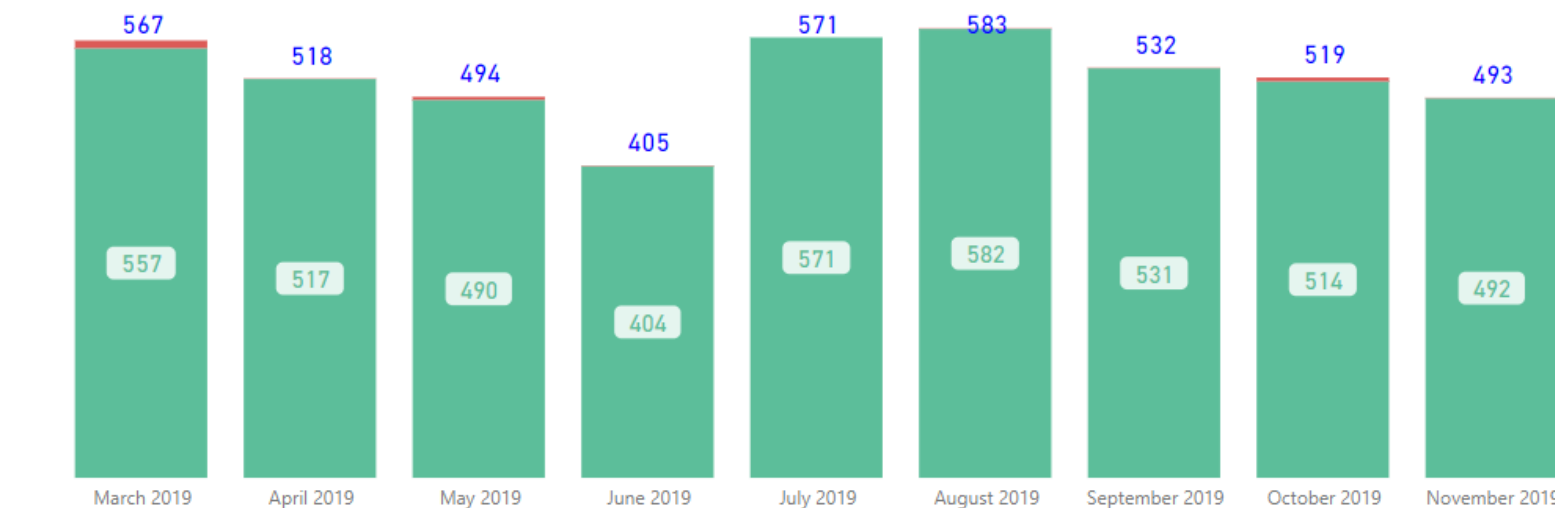
6.24

Total TAT (Rec'd-Compl.) Avg

2.99

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



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

## Received to Complete

4682

Requests Completed

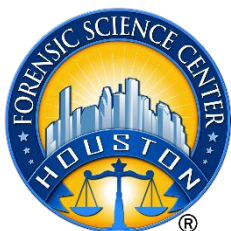
24

Requests Completed > 30 Days Old

0.51 %

% Completed > 30 Days Old

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



Service

CSCM Tax Accession

Priority Type

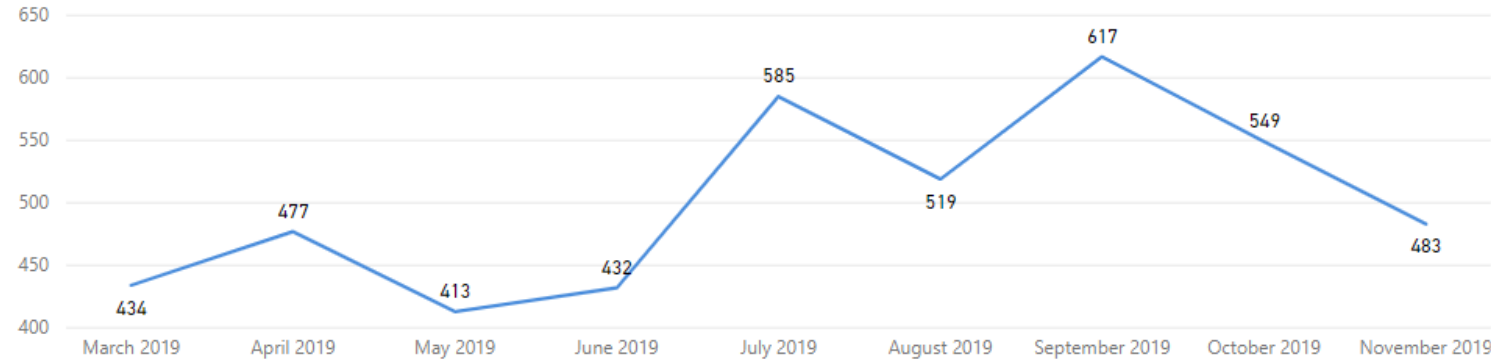
All

## Received Filter

3/1/2019

11/30/2019

## Received by Month



## Total Received

4,509

## Received per Month (Avg)\*

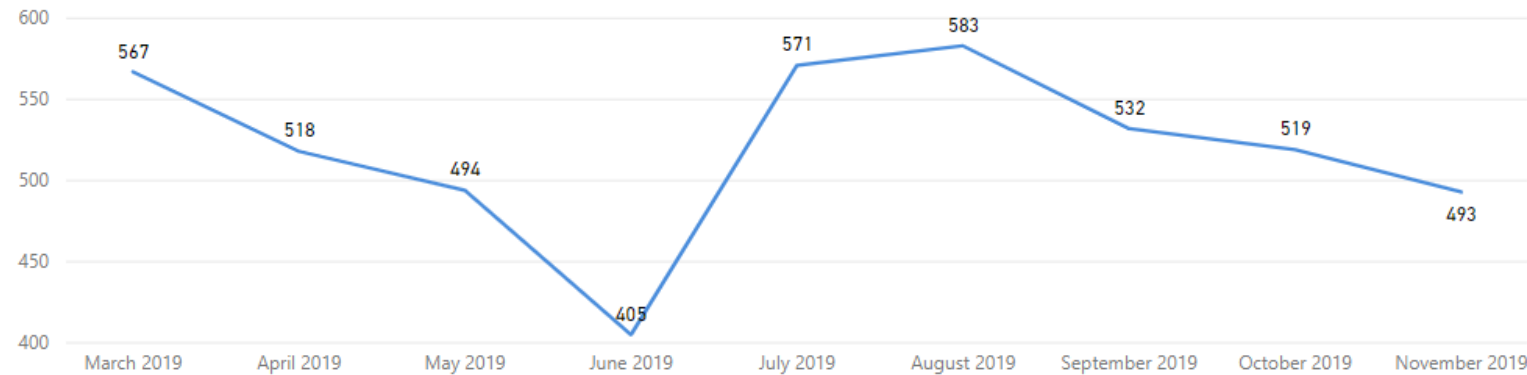
501

## Completed Filter

3/1/2019

11/30/2019

## Completed by Month



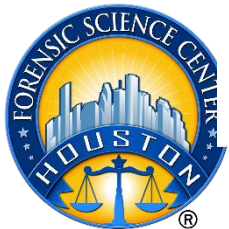
## Total Completed

4,682

## Completed per Month (Avg)\*

520

\* 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

1✓

Goal: 10 (+90%)

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

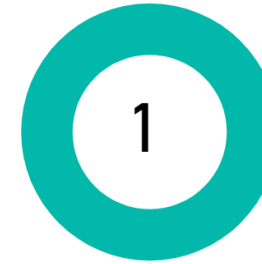
9

Age-Oldest Pending Tech

0

Age-Oldest Pending Admin

## Total Pending Requests



Days Old

0-15

16-30

31-60

61-90

91-120

>121

## Overall TAT (Month to Date)

4.2✓

Goal: 5, 10

## Overall TAT (Past 90 Days)

3.6✓

Goal: 5, 10

## TAT by Phase of Work (MTD)

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

0.7

3.5

## TAT by Phase of Work (Past 90 Days)

0.6

3.0

## Month to Date

Completed

19

Received

20

## 30 Day Avg (Over Past 90 Days)

Completed

14

Received

14

## Open Quality Reports

Qualtrax ID	Workflow #	Age
52876	2019-083	25

## Quality TAT

21✓

Goal: 30, 31

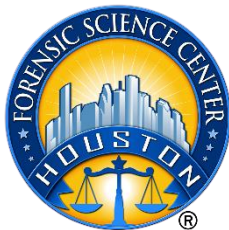
## Avg Age of Open Reports\*

25

Quality Filter

Client Services/Case Manag...

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



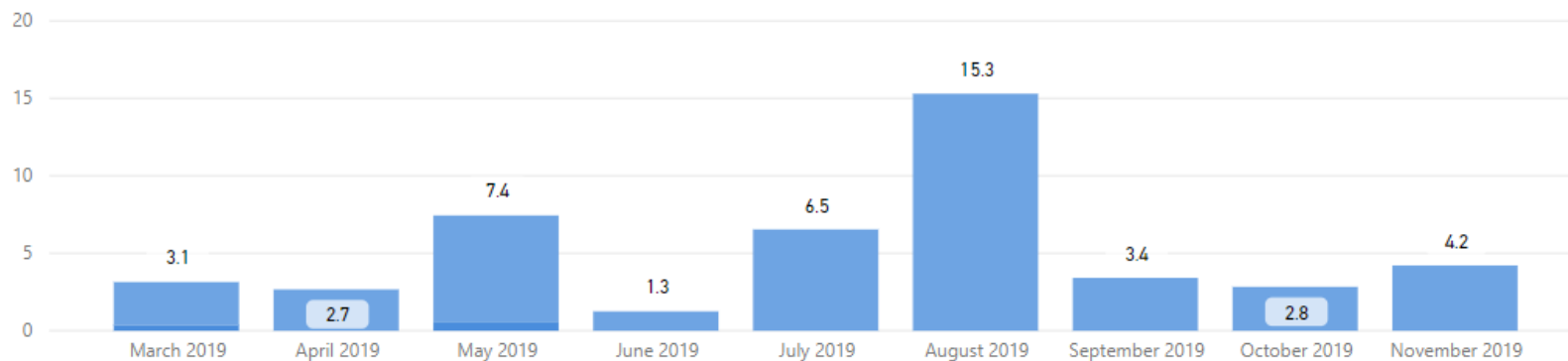
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

CSCM Tox Rejection

Priority Type

All

## Selected Time Frame Averages

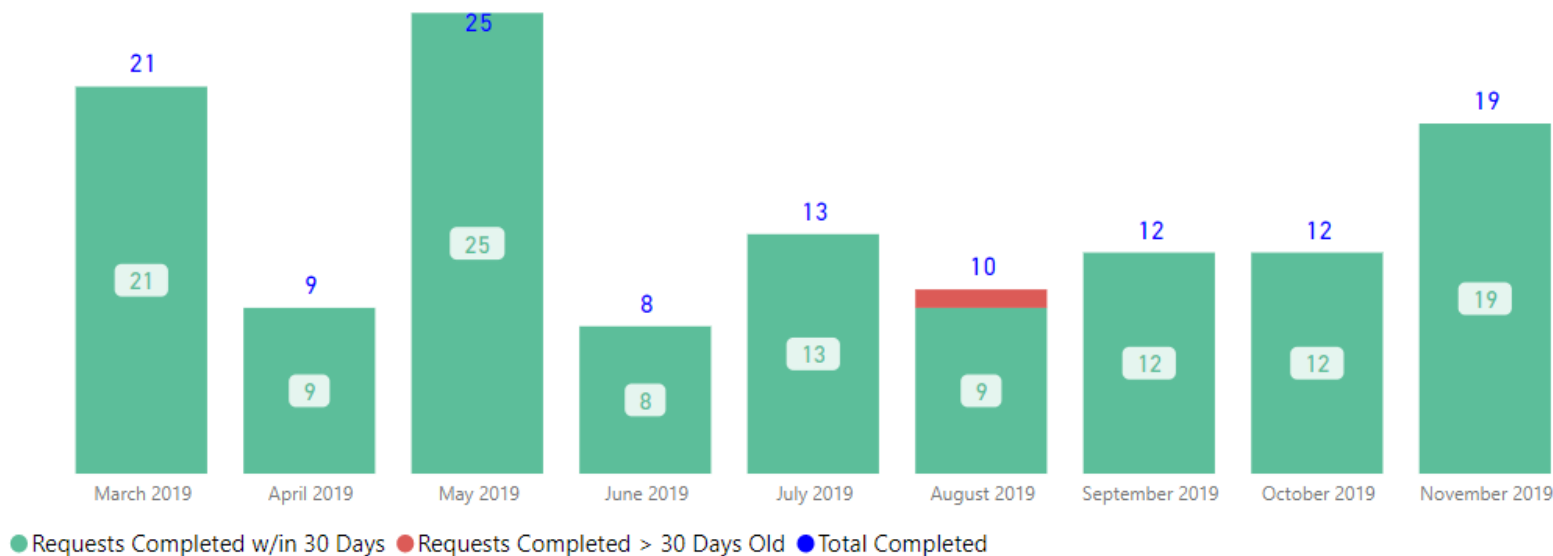
5.26

Total TAT (Rec'd-Compl.) Avg

5.10

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

129

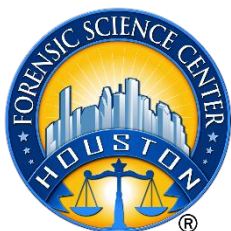
Requests Completed

1

Requests Completed > 30 Days Old

0.78 %

% Completed > 30 Days Old



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

Service

CSCM Tax Rejection

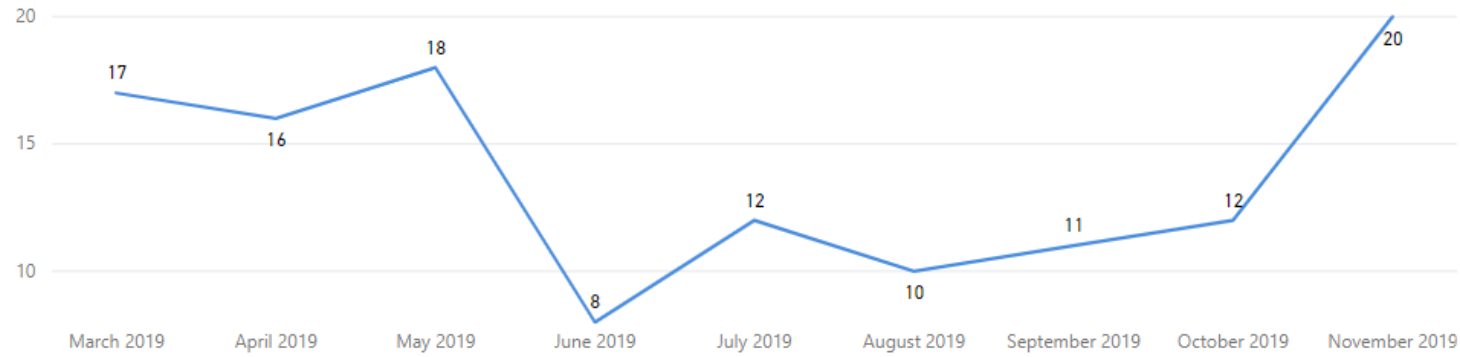
Priority Type

All

### Received Filter

3/1/2019 11/30/2019

### Received by Month



### Total Received

124

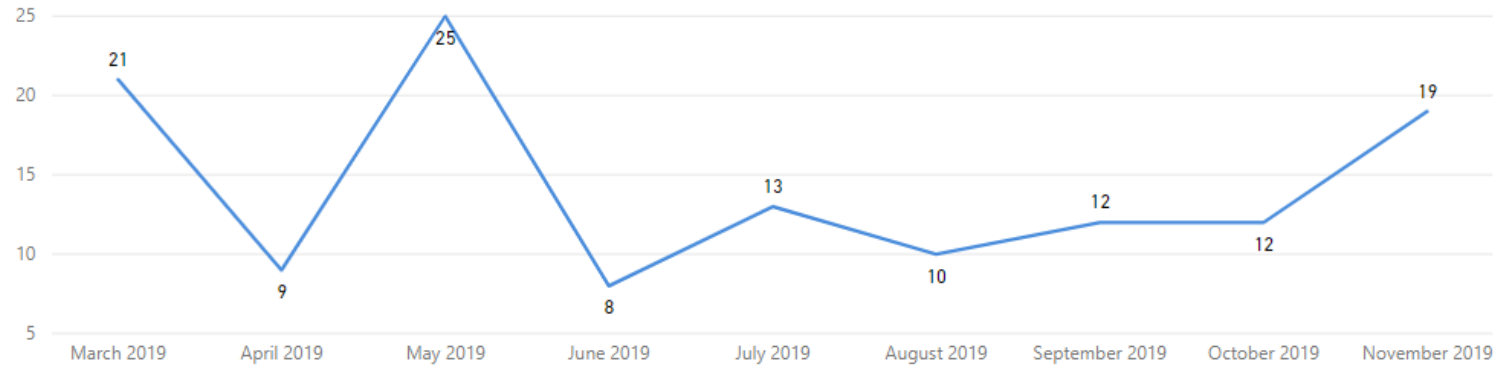
### Received per Month (Avg)\*

14

### Completed Filter

3/1/2019 11/30/2019

### Completed by Month



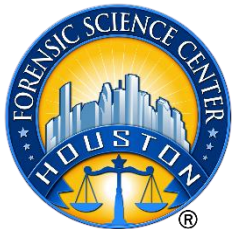
### Total Completed

129

### Completed per Month (Avg)\*

14

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



# Seized Drugs





Service
Priority Type

Seized Drugs Examination
All

# of Unassigned
294!
Goal: 100 (-194%)

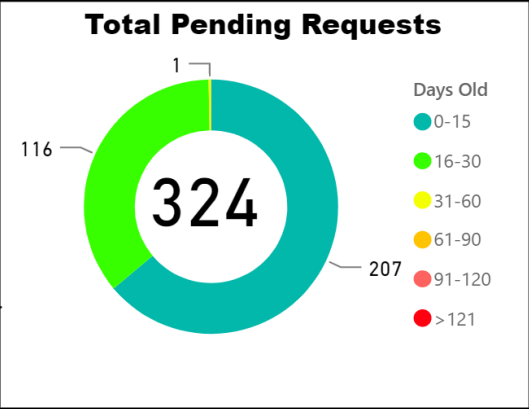
# Pending Draft
6✓
Goal: 100 (+94%)

# Pending Tech
6✓
Goal: 50 (+88%)

# Pending Admin
18✓
Goal: 50 (+64%)

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

- 1
- Justice Trax Past Critical Age
- 45
- Avg Age of Requests >30 D...
- 24
- Age-Oldest Unassigned
- 19
- Age-Oldest Pending Draft
- 45
- Age-Oldest Pending Tech
- 19
- Age-Oldest Pending Admin



Overall TAT  
(Month to Date)

12.1✓

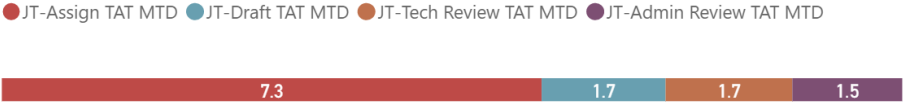
Goal: 14, 15

Overall TAT  
(Past 90 Days)

9.0✓

Goal: 14, 15

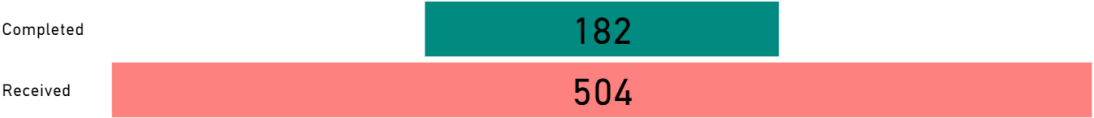
TAT by Phase of Work (MTD)



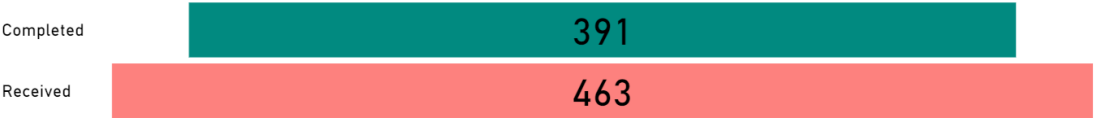
TAT by Phase of Work (Past 90 Days)



Month to Date



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

21✓

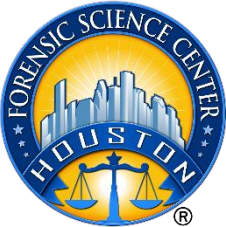
Goal: 30, 31

Avg Age of Open Reports\*

NaN

Quality Filter

Controlled Substances



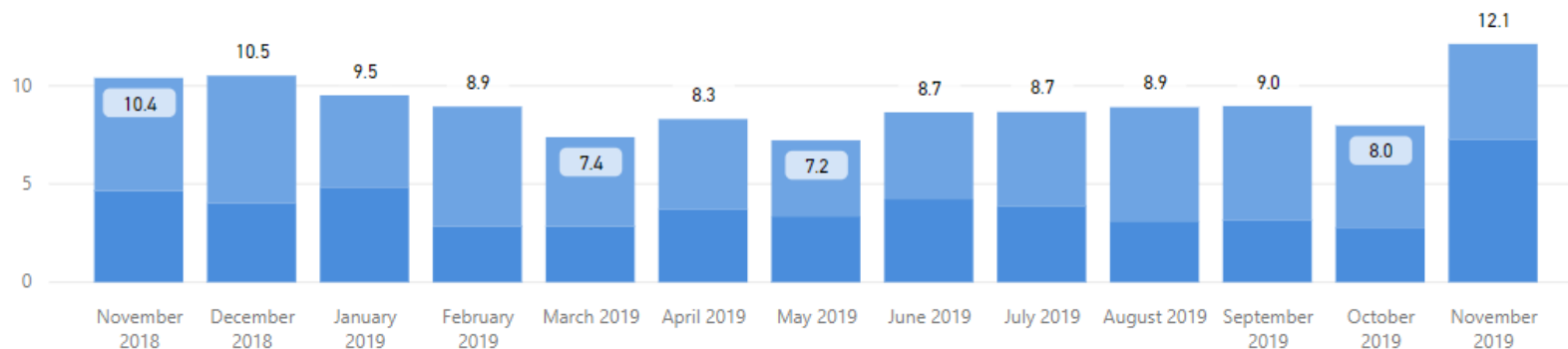
## Date Range

11/1/2018

11/30/2019

## Total TAT by Month

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



## Request Type

Seized Drugs Examination

Priority Type

All

## Selected Time Frame Averages

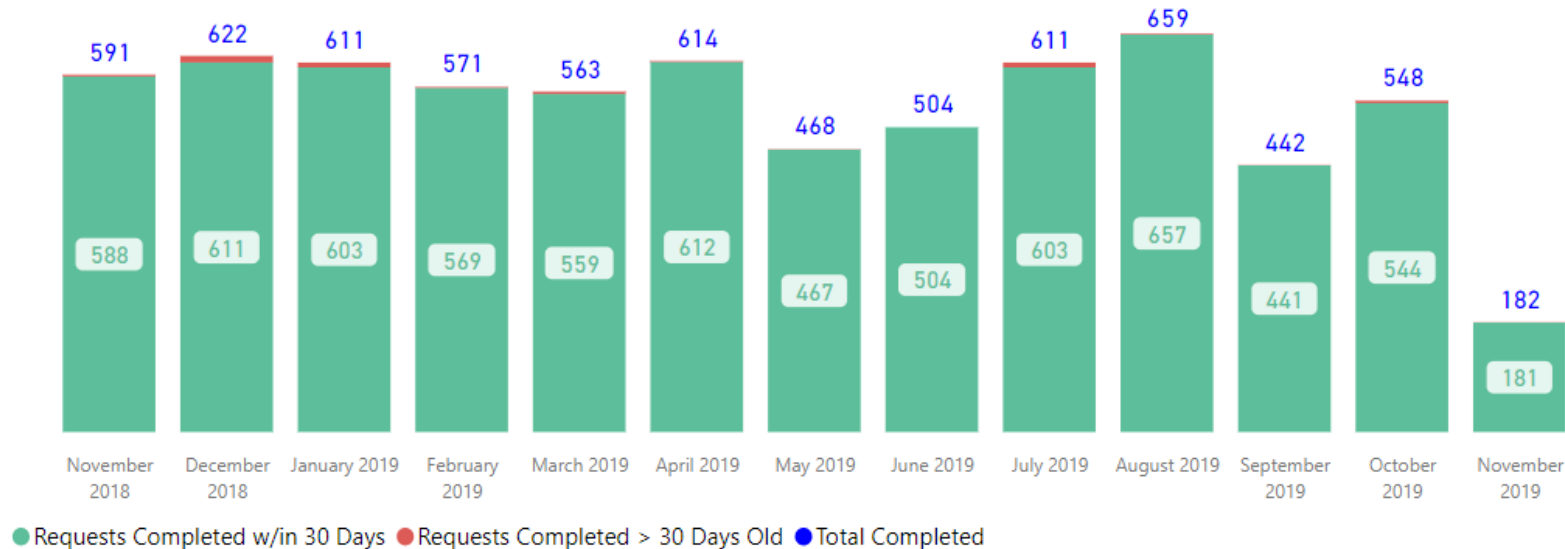
8.92

Total TAT (Rec'd-Compl.) Avg

5.20

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

6986

Requests Completed

47

Requests Completed > 30 Days Old

0.67 %

% Completed > 30 Days Old



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

Service

Seized Drugs Examination

Priority Type

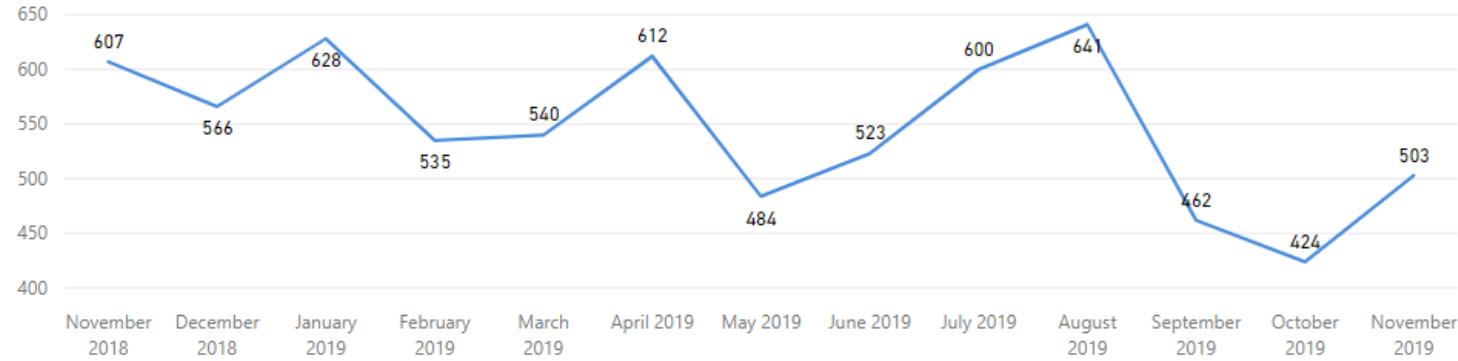
All

## Received Filter

11/1/2018

11/30/2019

## Received by Month



## Total Received

7,125

## Received per Month (Avg)\*

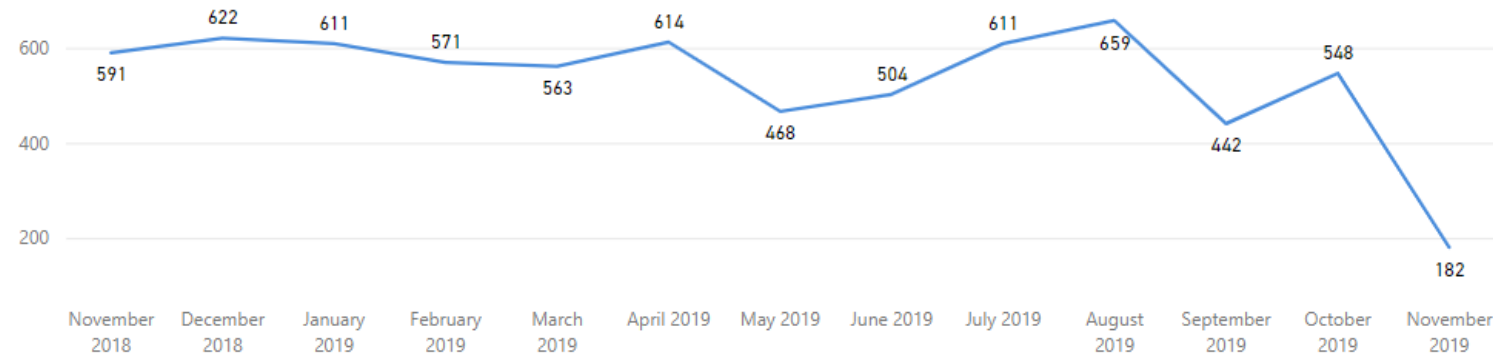
548

## Completed Filter

11/1/2018

11/30/2019

## Completed by Month



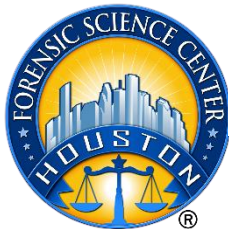
## Total Completed

6,986

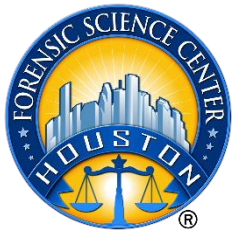
## Completed per Month (Avg)\*

537

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



# Toxicology



Service
Priority Type

Blood Alcohol
All

# of Unassigned
1116!

Goal: 50 (-2132%)

# Pending Draft
327!

Goal: 120 (-172.5%)

# Pending Tech
95!

Goal: 90 (-5.56%)

# Pending Admin
90✓

Goal: 90 (+0%)

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

1153

Justice Trax Past Critical Age

63

Avg Age of Requests >30 D..

68

Age-Oldest Unassigned

102

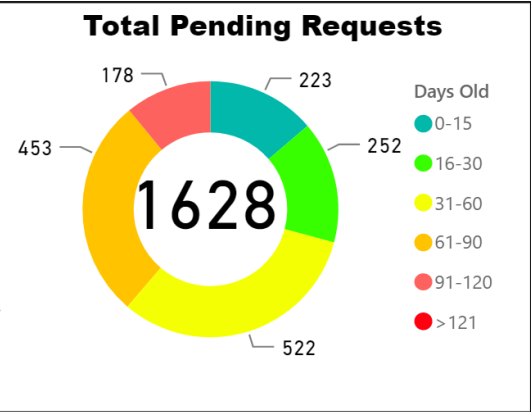
Age-Oldest Pending Draft

102

Age-Oldest Pending Tech

103

Age-Oldest Pending Admin



Overall TAT (Month to Date)

88.4!

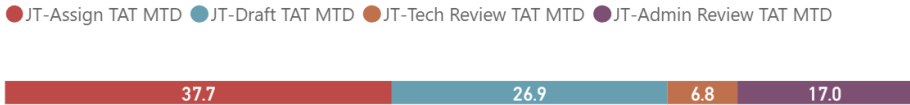
Goal: 30, 31

Overall TAT (Past 90 Days)

71.0!

Goal: 30, 31

TAT by Phase of Work (MTD)



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

32!

Goal: 30, 31

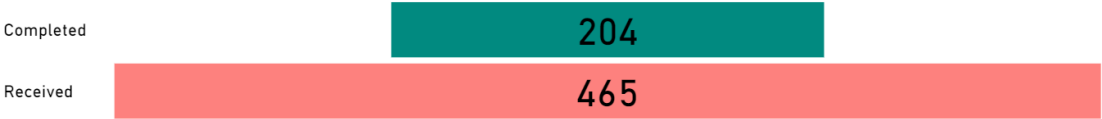
Avg Age of Open Reports\*

NaN

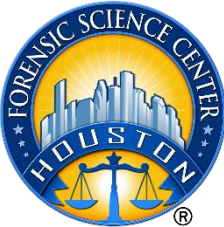
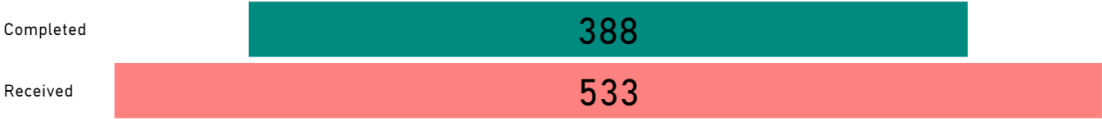
Quality Filter

Toxicology

Month to Date



30 Day Avg (Over Past 90 Days)



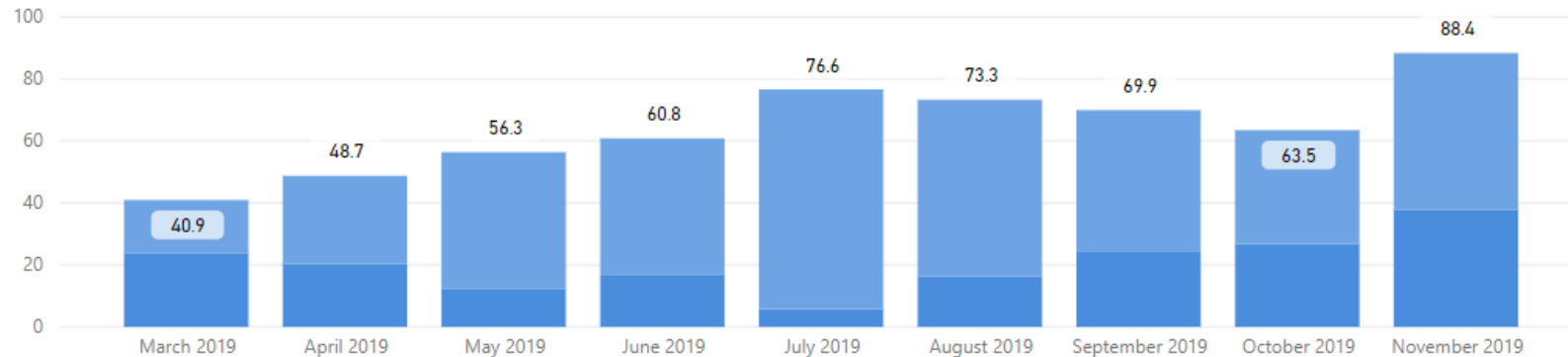
Date Range  ...

3/1/2019

11/30/2019

### Total TAT by Month

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



### Request Type

Blood Alcohol

Priority Type

All

### Selected Time Frame Averages

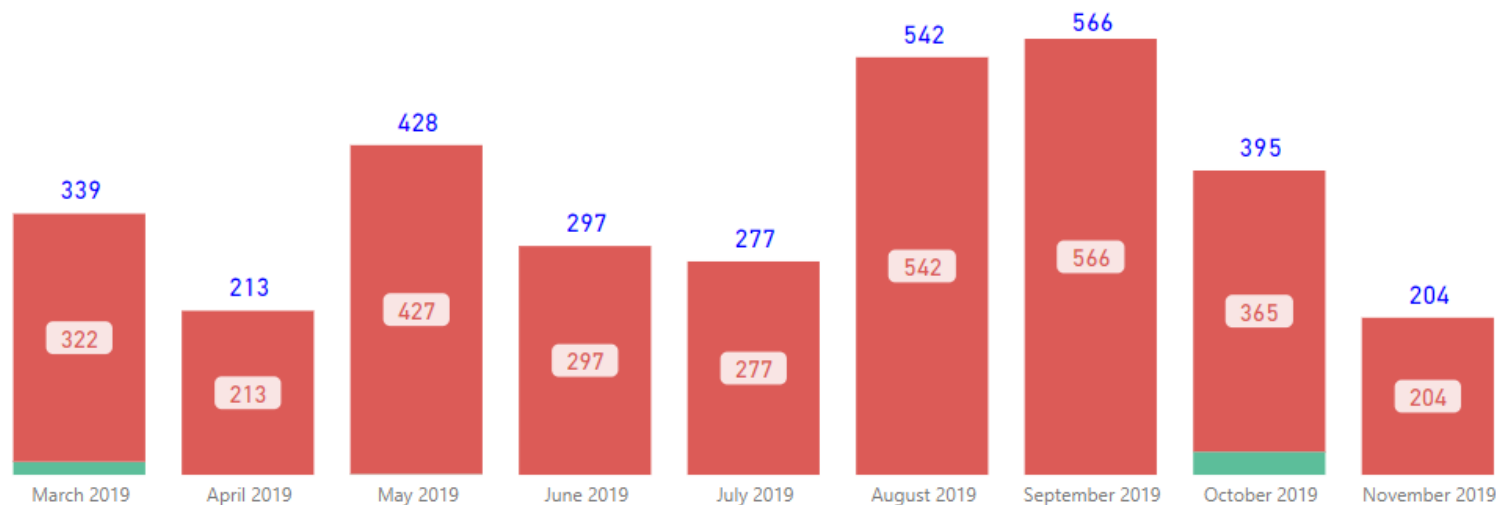
64.41

Total TAT (Rec'd-Compl.) Avg

44.52

Assigned TAT (Asgmt.-Compl.) Avg

### Requests Completed



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

### Received to Complete

3261

Requests Completed

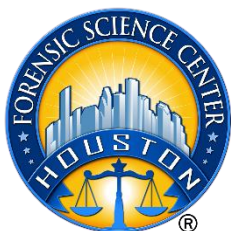
3213

Requests Completed > 30 Days Old

98.53 %

% Completed > 30 Days Old

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



Service

Blood Alcohol

Priority Type

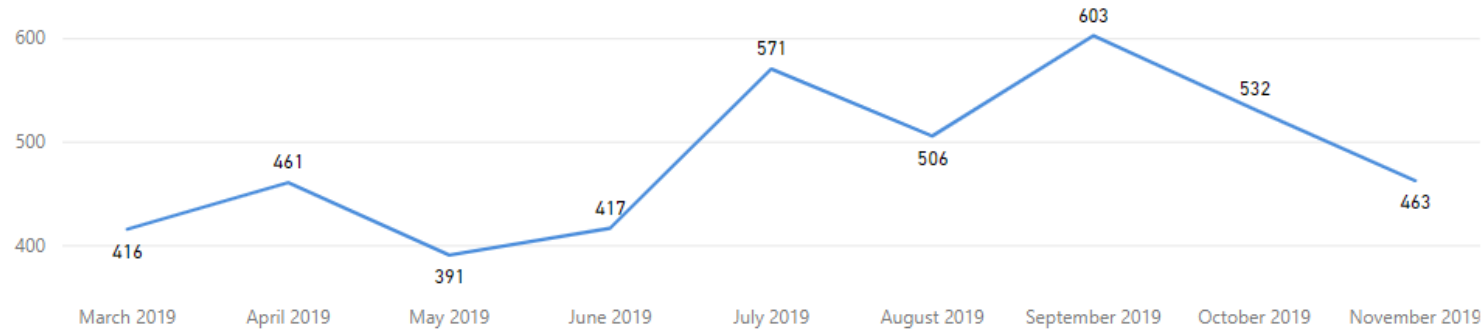
All

### Received Filter

3/1/2019

11/30/2019

### Received by Month



### Total Received

4,360

### Received per Month (Avg)\*

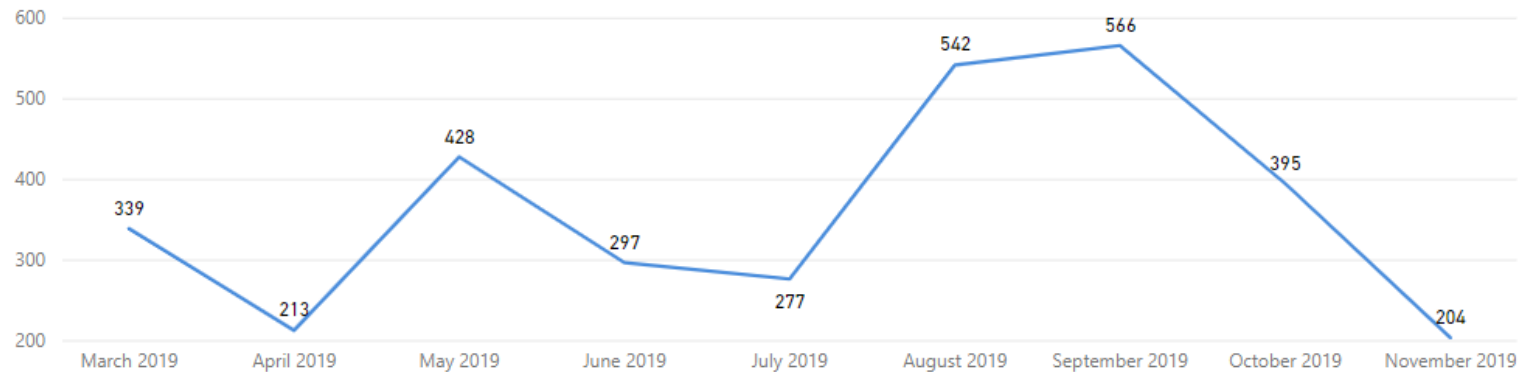
484

### Completed Filter

3/1/2019

11/30/2019

### Completed by Month



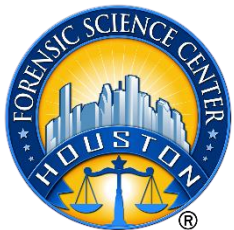
### Total Completed

3,261

### Completed per Month (Avg)\*

362

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



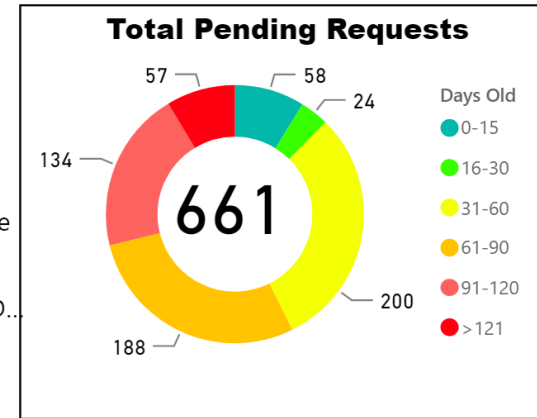
Service  Priority Type

Toxicology  All 

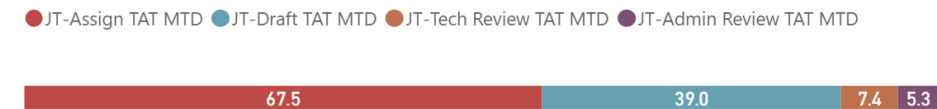
# of Unassigned	# Pending Draft
299!	349!
Goal: 120 (-149.17%)	Goal: 30 (-1063.33%)
# Pending Tech	# Pending Admin
2✓	11✓
Goal: 30 (+93.33%)	Goal: 30 (+63.33%)

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

579	Justice Trax Past Critical Age
80	Avg Age of Requests >30 D...
114	Age-Oldest Unassigned
156	Age-Oldest Pending Draft
96	Age-Oldest Pending Tech
124	Age-Oldest Pending Admin



<p><b>Overall TAT (Month to Date)</b></p> <p>119.2!</p> <p>Goal: 90, 91</p>	<p><b>Overall TAT (Past 90 Days)</b></p> <p>129.0!</p> <p>Goal: 90, 91</p>
---	--

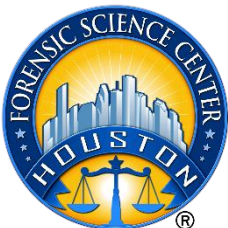
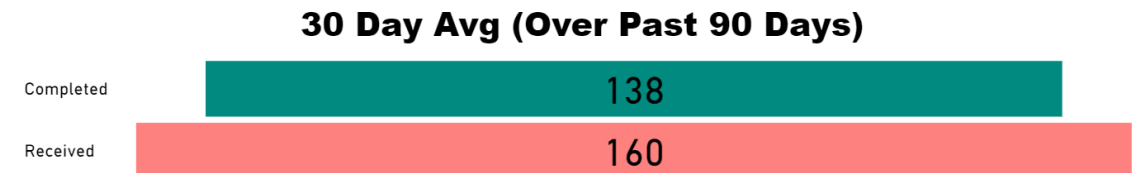
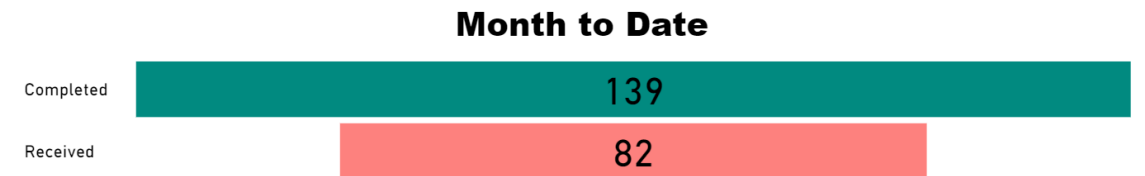


Open Quality Reports		
Qualtrax ID	Workflow #	Age
<hr/>		

<p><b>Quality TAT</b></p> <p>32!</p> <p>Goal: 30, 31</p>	<p><b>Avg Age of Open Reports</b></p> <p>NaN</p>
--	--

Quality Filter

Toxicology





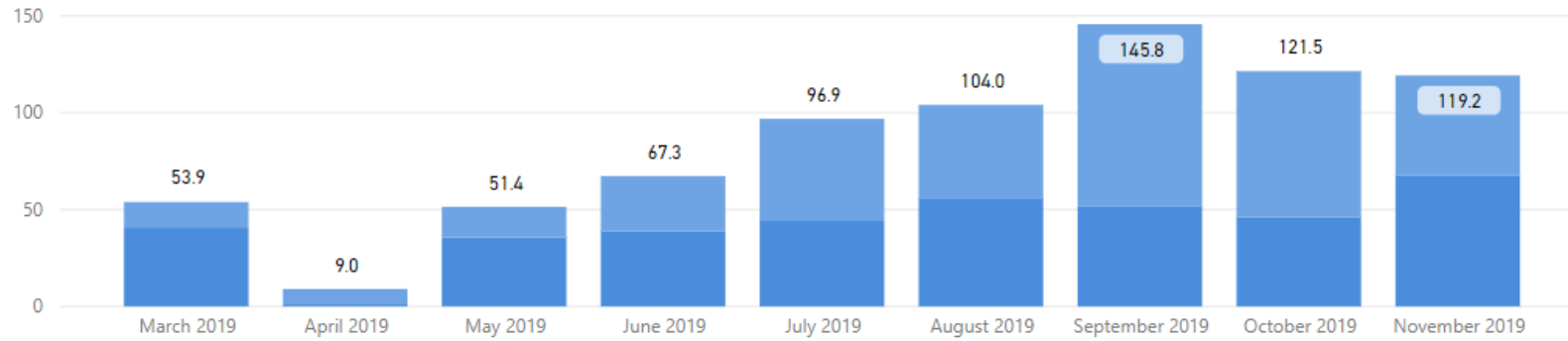
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

Toxicology

Priority Type

All

## Selected Time Frame Averages

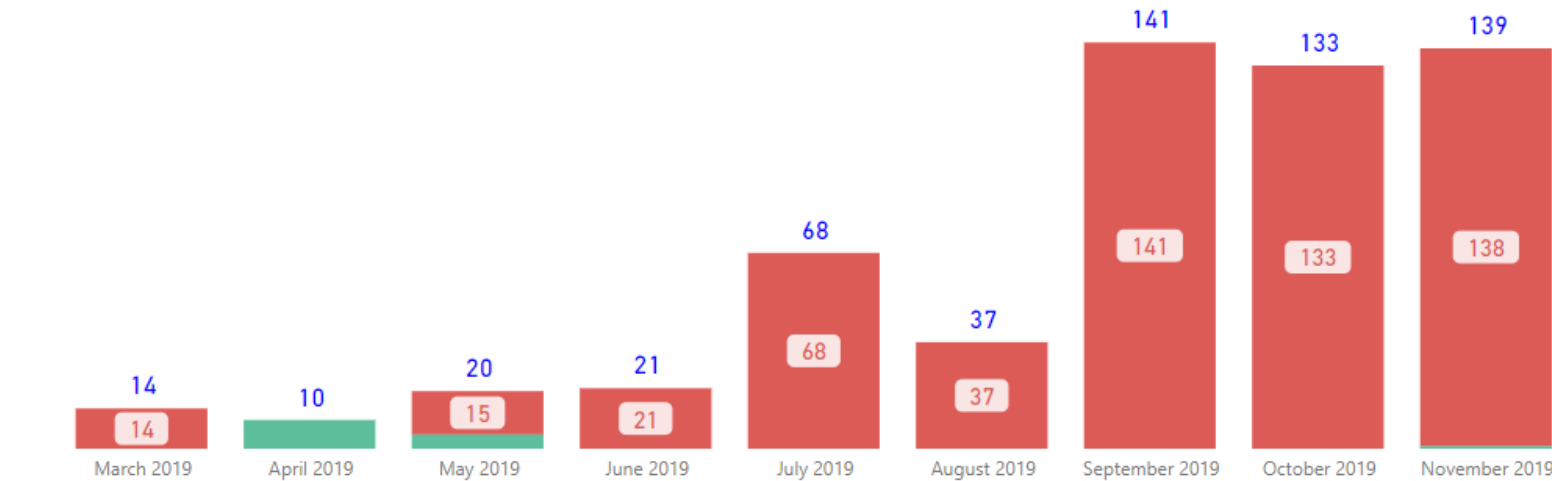
114.93

Total TAT (Rec'd-Compl.) Avg

63.47

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



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

## Received to Complete

583

Requests Completed

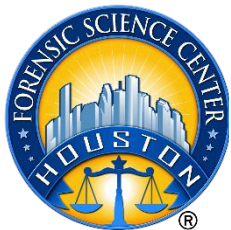
567

Requests Completed > 30 Days Old

97.26 %

% Completed > 30 Days Old

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



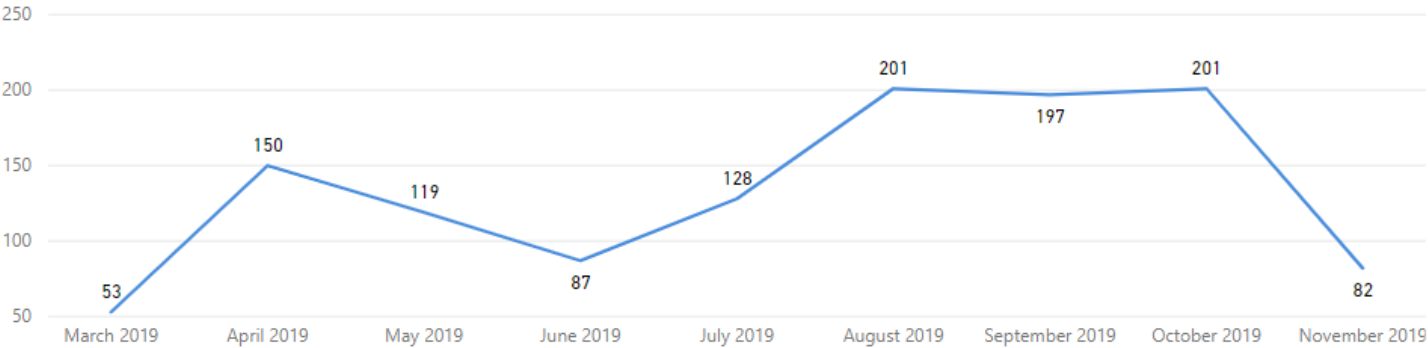
Service
Priority Type

Toxicology
All

Received Filter

3/1/2019
11/30/2019

Received by Month



Total Received

1,218

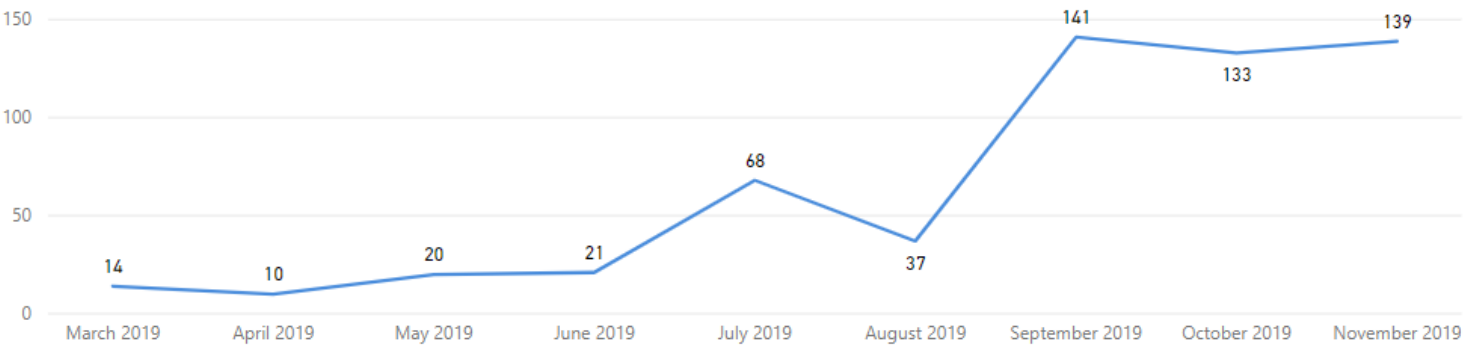
Received per Month (Avg)\*

135

Completed Filter

3/1/2019
11/30/2019

Completed by Month



Total Completed

583

Completed per Month (Avg)\*

65

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



# Firearms



Service
Priority Type

Firearms Examination
All

# of Unassigned
24!
Goal: 10 (-140%)

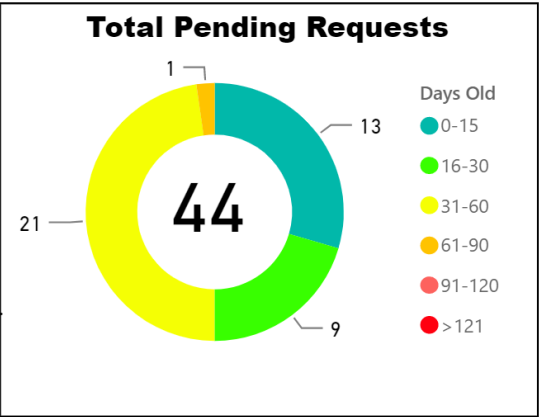
# Pending Draft
17!
Goal: 14 (-21.43%)

# Pending Tech
3✓
Goal: 9 (+66.67%)

# Pending Admin
0✓
Goal: 5 (+100%)

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

- 22
- Justice Trax Past Critical Age
- 44
- Avg Age of Requests >30 D..
- 58
- Age-Oldest Unassigned
- 61
- Age-Oldest Pending Draft
- 51
- Age-Oldest Pending Tech
- 0
- Age-Oldest Pending Admin



Overall TAT (Month to Date)

22.8✓

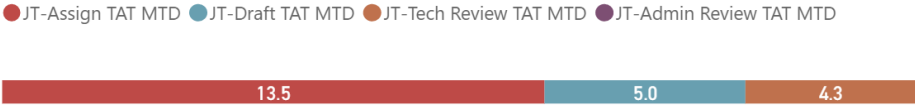
Goal: 40, 41

Overall TAT (Past 90 Days)

22.9✓

Goal: 40, 41

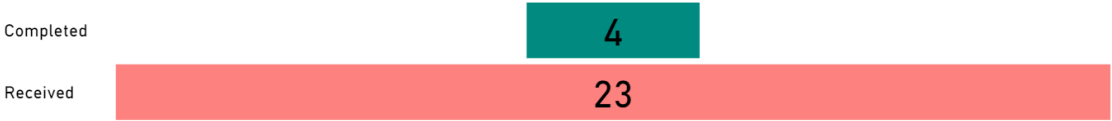
TAT by Phase of Work (MTD)



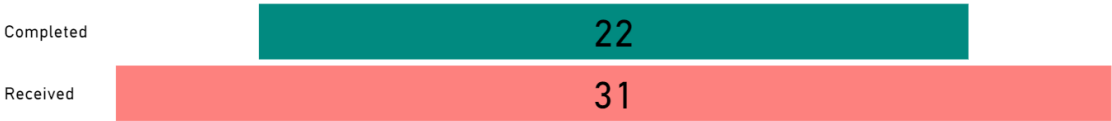
TAT by Phase of Work (Past 90 Days)



Month to Date



30 Day Avg (Over Past 90 Days)



Open Quality Reports

Qualtrax ID	Workflow #	Age
48189		94
53341	2019-086	18
54456		2

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

Quality TAT

79!

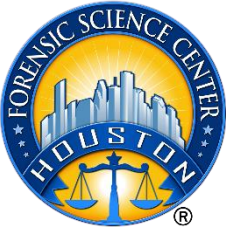
Goal: 30, 31

Avg Age of Open Reports\*

18

Quality Filter

Firearms



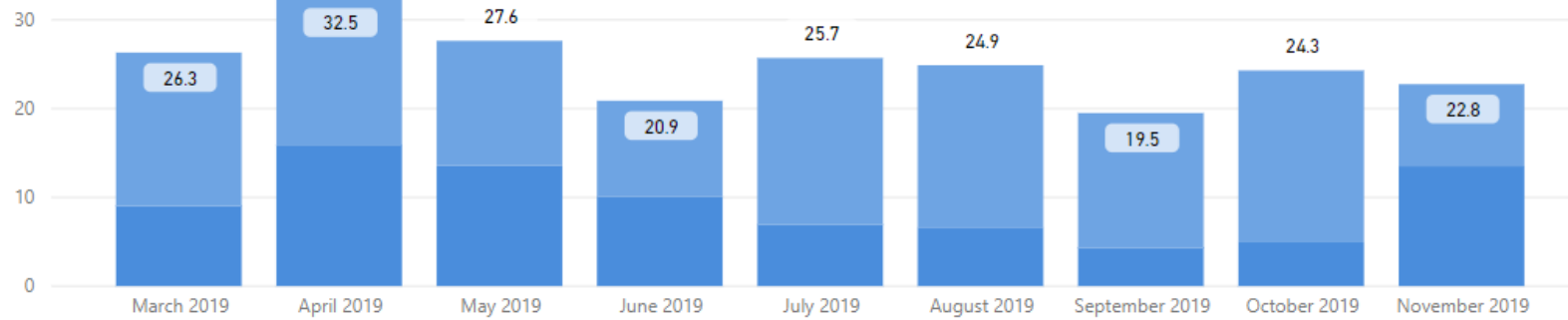
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

Firearms Examination

Priority Type

All

## Selected Time Frame Averages

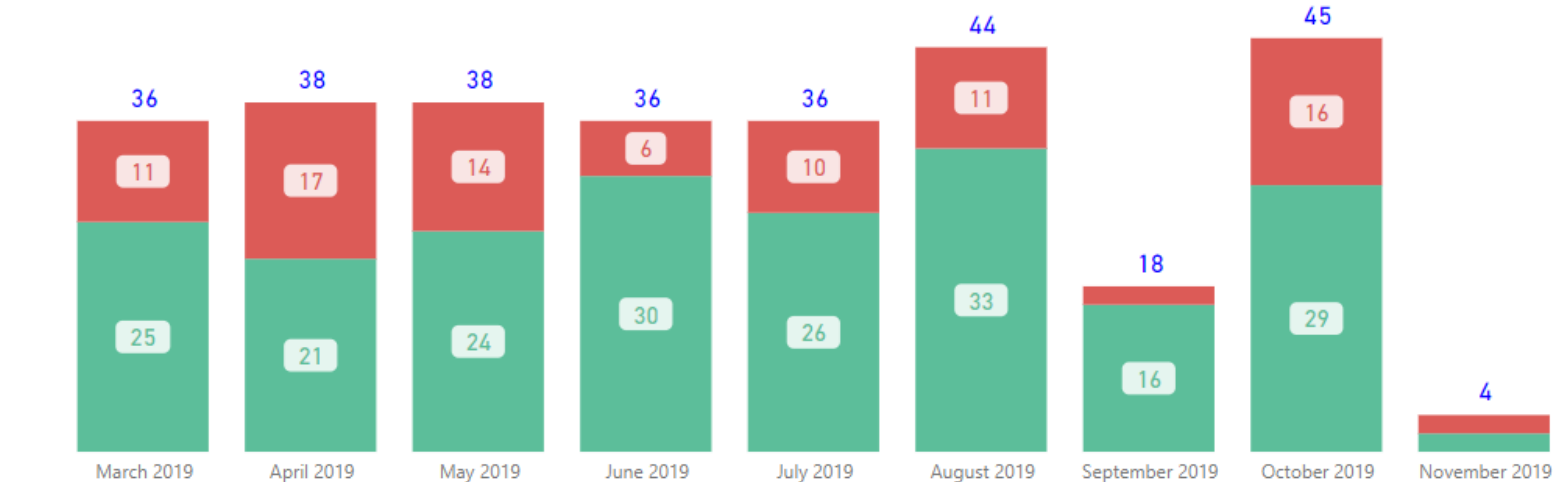
25.56

Total TAT (Rec'd-Compl.) Avg

16.40

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



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

## Received to Complete

295

Requests Completed

89

Requests Completed > 30 Days Old

30.17 %

% Completed > 30 Days Old

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



Service  Priority Type

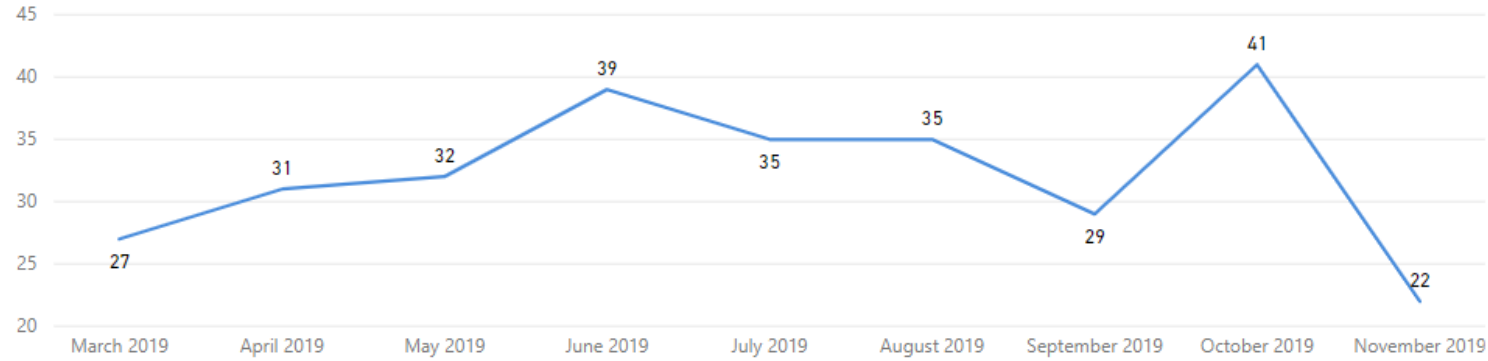


### Received Filter

3/1/2019 11/30/2019



### Received by Month



### Total Received

291

### Received per Month (Avg)\*

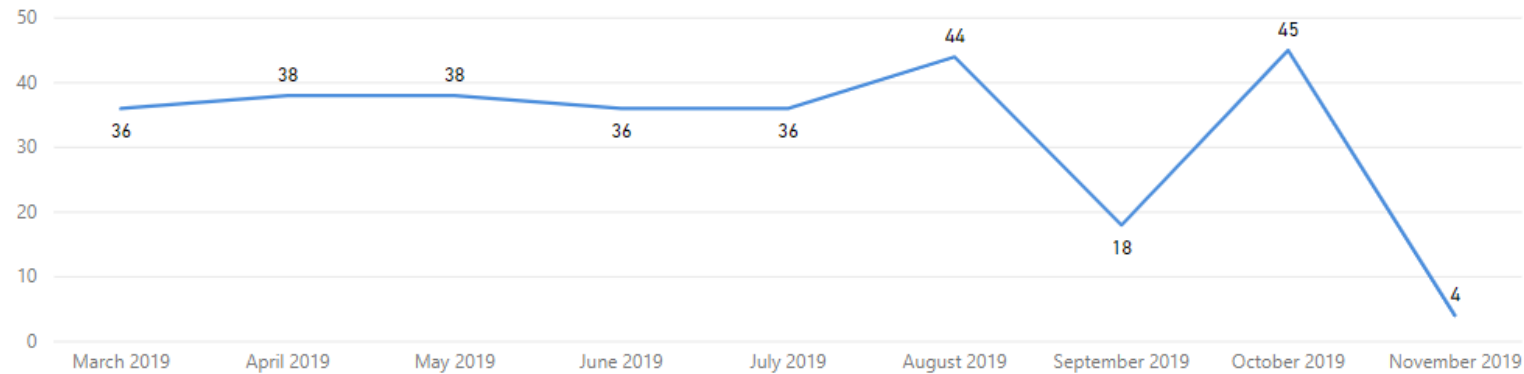
32

### Completed Filter

3/1/2019 11/30/2019



### Completed by Month



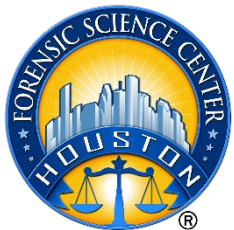
### Total Completed

295

### Completed per Month (Avg)\*

33

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



Service

NIBIN Only

Priority Type

All

# of Unassigned

61!

Goal: 20 (-205%)

# Pending Draft

1✓

Goal: 35 (+97.14%)

# Pending Tech

38!

Goal: 20 (-90%)

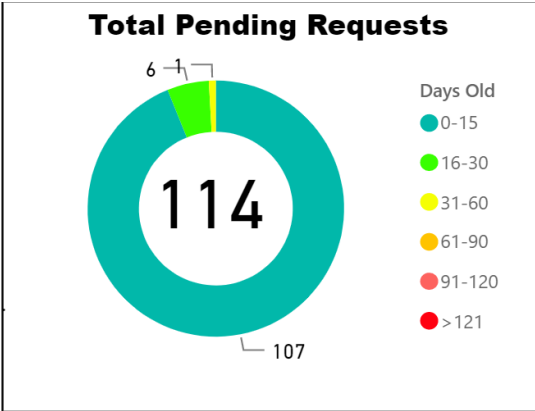
# Pending Admin

14✓

Goal: 20 (+30%)

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

- 1
- Justice Trax Past Critical Age
- 54
- Avg Age of Requests >30 D...
- 17
- Age-Oldest Unassigned
- 9
- Age-Oldest Pending Draft
- 17
- Age-Oldest Pending Tech
- 54
- Age-Oldest Pending Admin



Overall TAT (Month to Date)

6.9✓

Goal: 7, 8

Overall TAT (Past 90 Days)

10.3!

Goal: 7, 8

TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)



Open Quality Reports

Qualtrax ID	Workflow #	Age
48189		94
53341	2019-086	18
54456		2

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

Quality TAT

79!

Goal: 30, 31

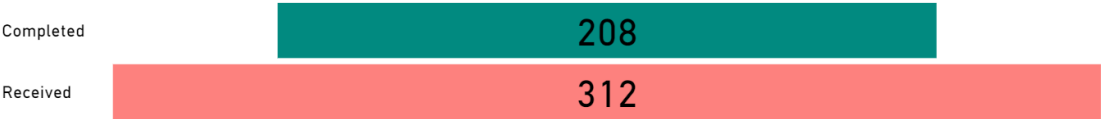
Avg Age of Open Reports\*

18

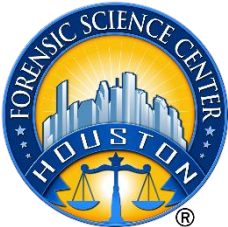
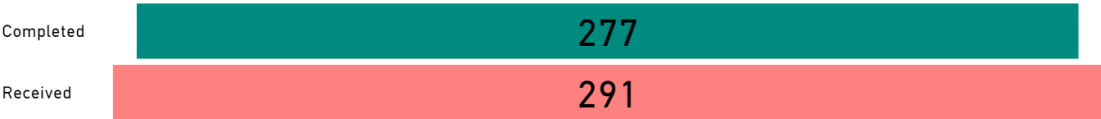
Quality Filter

Firearms

Month to Date



30 Day Avg (Over Past 90 Days)



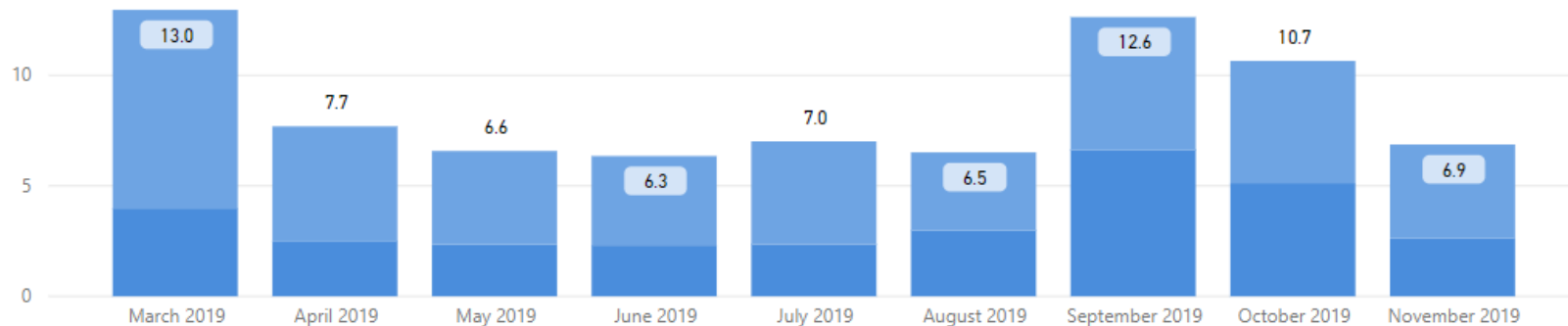
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

NIBIN Only

Priority Type

All

## Selected Time Frame Averages

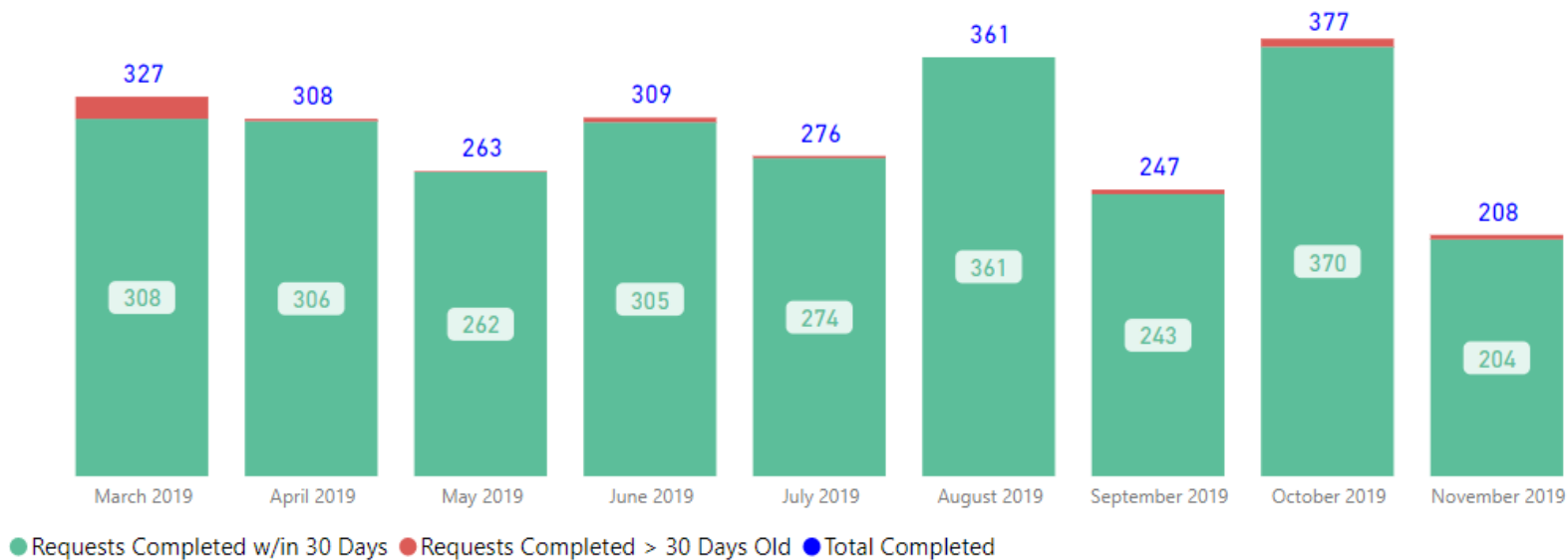
8.65

Total TAT (Rec'd-Compl.) Avg

5.20

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

2676

Requests Completed

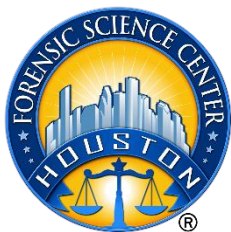
43

Requests Completed > 30 Days Old

1.61 %

% Completed > 30 Days Old

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





Service

NIBIN Only

Priority Type

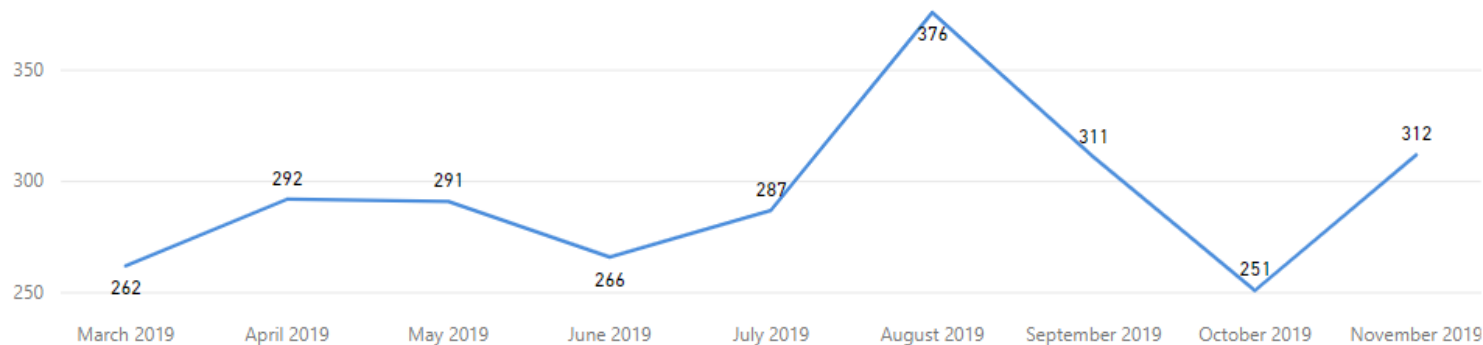
All

### Received Filter

3/1/2019

11/30/2019

### Received by Month



### Total Received

2,648

### Received per Month (Avg)\*

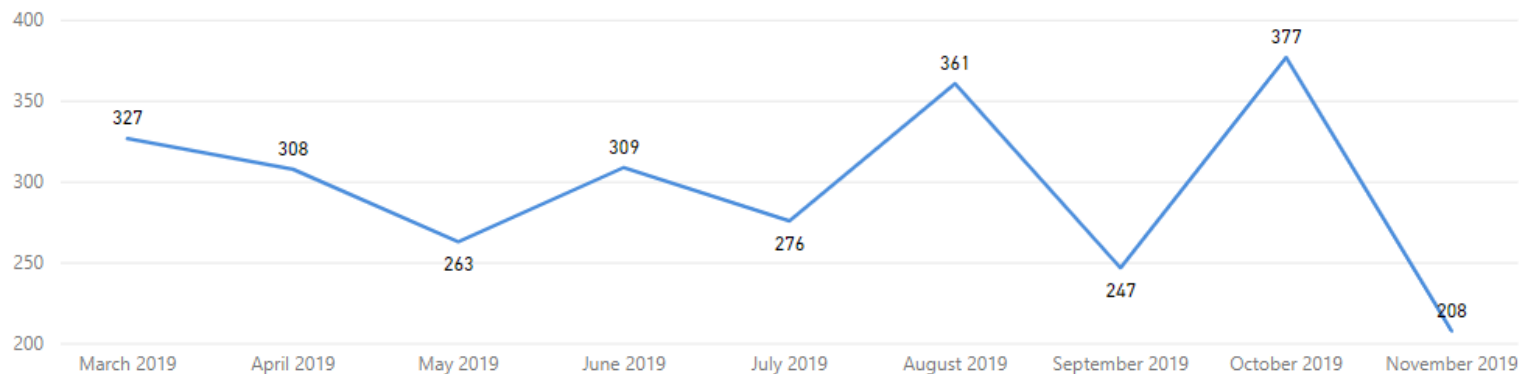
294

### Completed Filter

3/1/2019

11/30/2019

### Completed by Month



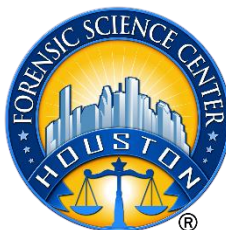
### Total Completed

2,676

### Completed per Month (Avg)\*

297

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



# Forensic Biology



Section

DNA

Request Type

All

# of Unassigned

3✓

Goal: 20 (+85%)

# Pending Draft

164!

Goal: 24 (-583.33%)

# Pending Tech

29!

Goal: 24 (-20.83%)

# Pending Admin

26!

Goal: 20 (-30%)

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

268

Past Critical Age

107

Avg Age of Reqeusts &gt;30 ...

247

Age-Oldest Unassigned PL

962

Age-Oldest Pending Draft...

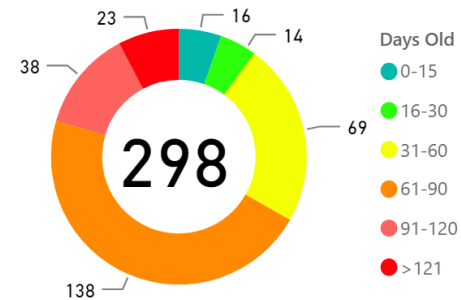
2025

Age-Oldest Pending Tech ...

204

Age-Oldest Pending Adm...

## Total Pending Requests

Overall TAT  
(Month to Date)

80.0!

Goal: 30, 31

Overall TAT  
(Past 90 Days)

61.1!

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)



## Month to Date

Completed

25

Recieved

29

## 30 Day Avg (Over Past 90 Days)

Completed

48

Received

90

## Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	312
34624	2018-094	294
45353	2019-029	136
46911	2019-034	114
47766	2019-043	101
48832	2019-057	83
49433	2019-IA-12	76

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

## Quality TAT

32✓

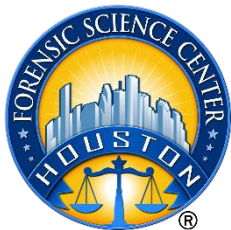
Goal: 40, 41

## Avg Age of Open Reports\*

129

Quality Filter

Biology/DNA



Section

DNA

Request Type

SAK

# of Unassigned

0✓

Goal: 20 (+100%)

# Pending Draft

91!

Goal: 24 (-279.17%)

# Pending Tech

8✓

Goal: 24 (+66.67%)

# Pending Admin

15✓

Goal: 20 (+25%)

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

111

Past Critical Age

97

Avg Age of Reqeusts >30 ...

0

Age-Oldest Unassigned PL

962

Age-Oldest Pending Draft...

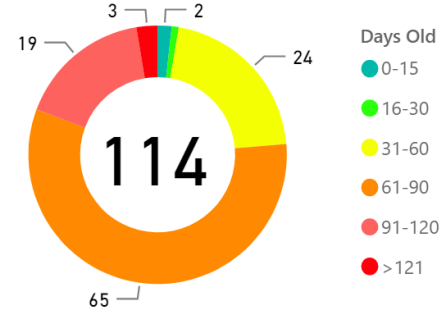
102

Age-Oldest Pending Tech ...

102

Age-Oldest Pending Adm...

### Total Pending Requests



Overall TAT  
(Month to Date)

75.3!

Goal: 30, 31

Overall TAT  
(Past 90 Days)

57.1!

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)



### Month to Date



### 30 Day Avg (Over Past 90 Days)



### Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	312
34624	2018-094	294
45353	2019-029	136
46911	2019-034	114
47766	2019-043	101
48832	2019-057	83
49433	2019-IA-12	76

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

### Quality TAT

32✓

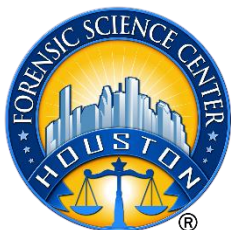
Goal: 40, 41

Avg Age of Open Reports\*

129

Quality Filter

Biology/DNA

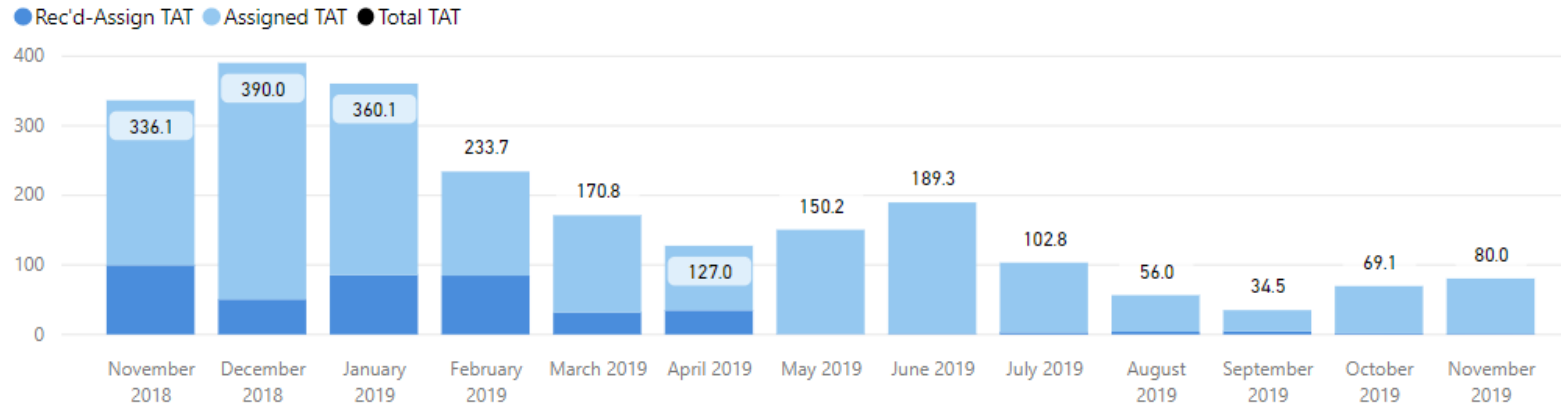


## Date Range

11/1/2018

11/30/2019

## Total TAT by Month



## Request Type

DNA

Request Type

All

## Selected Time Frame Averages

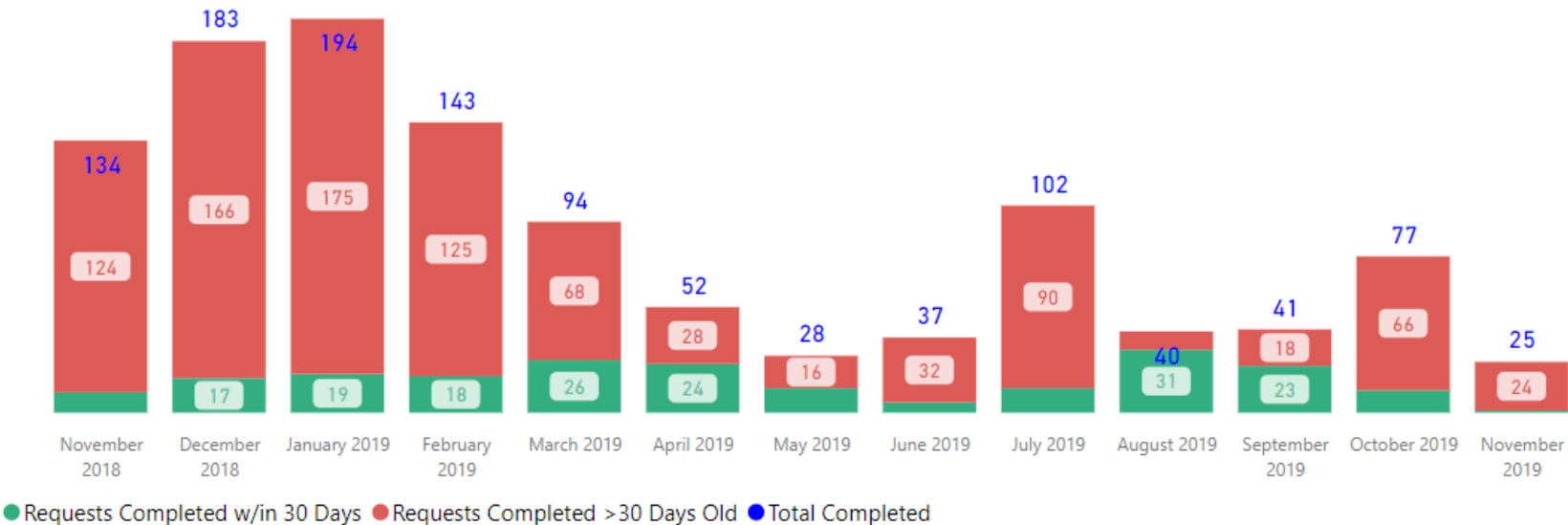
239.14

Total TAT (Rec'd-Compl.) Avg

190.13

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

1150

Requests Completed

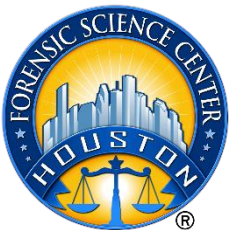
941

Requests Completed > 30 Days

81.83 %

% Completed > 30 Days

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



Section
Request Type

DNA
All



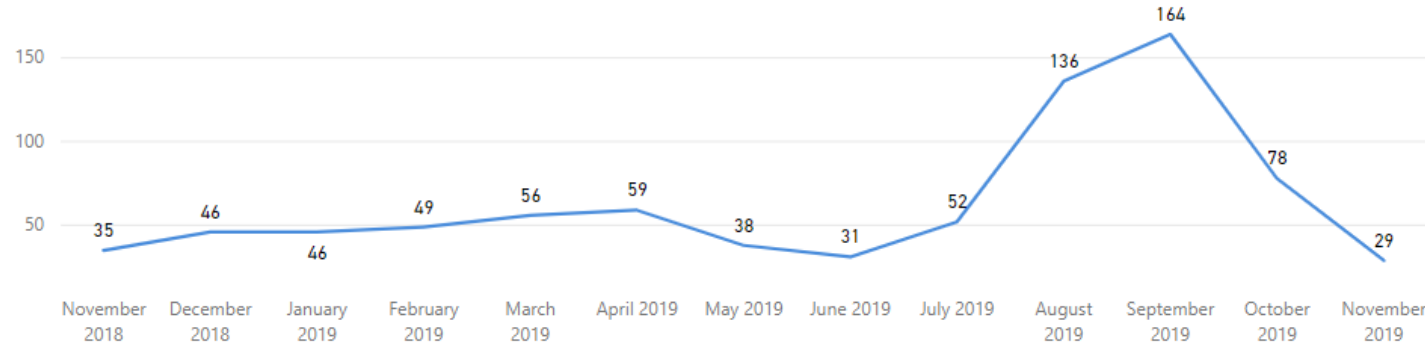
...

### Received Filter

11/1/2018 11/30/2019



### Received by Month



### Total Received

819

### Received per Month (Avg)\*

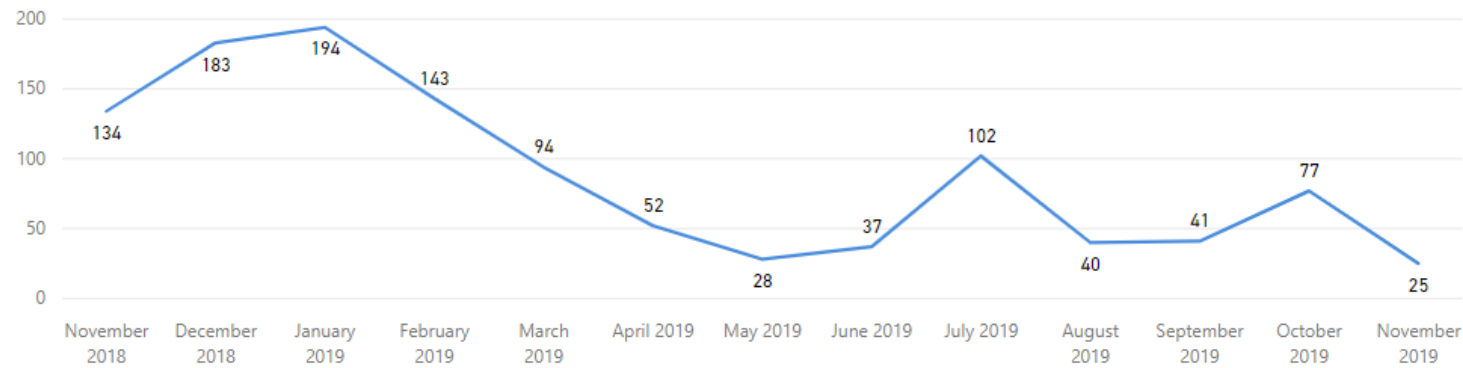
63

### Completed Filter

11/1/2018 11/30/2019



### Completed by Month



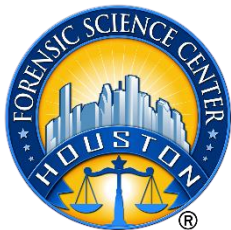
### Total Completed

1150

### Completed per Month (Avg)\*

88

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



# Forensic Biology-Outsourcing

Total Cases Shipped

**1741**

Cases Returned

**1624**

Cases Reviewed

**158**

**SAKs shipped: 1080**

**SAKs completed: 963**

**Non-SAKs shipped: 661**

**Non-SAKs completed: 661**

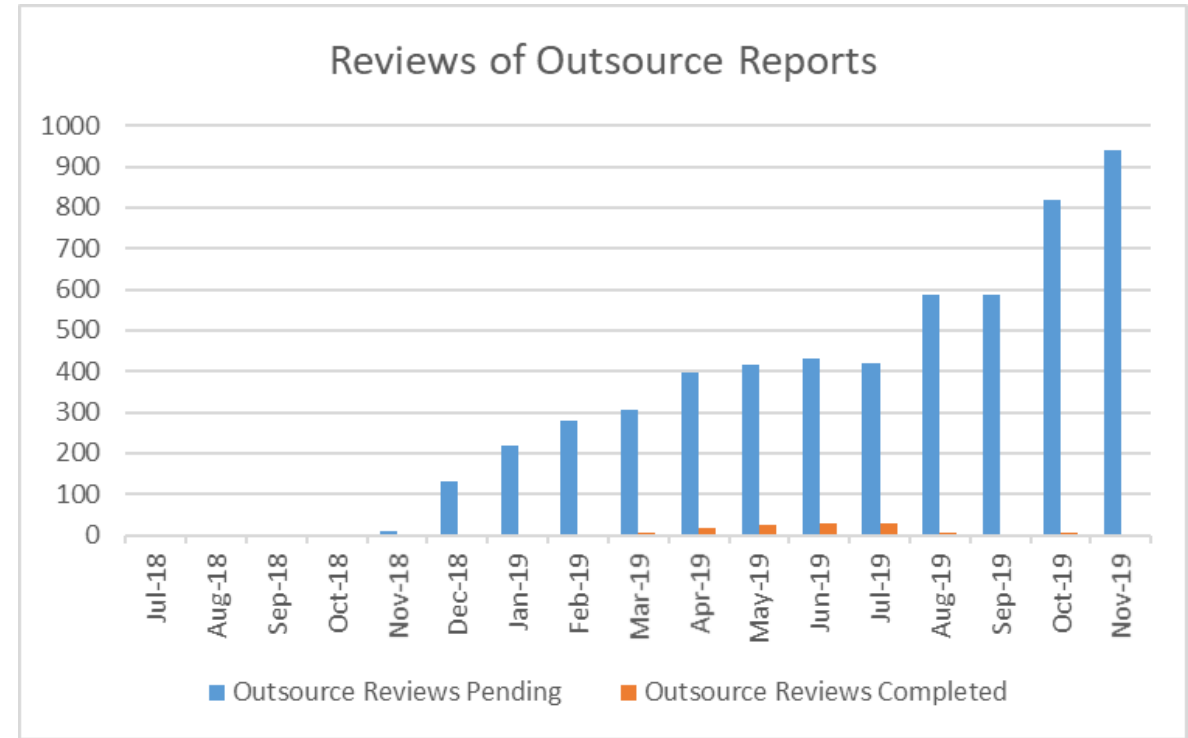
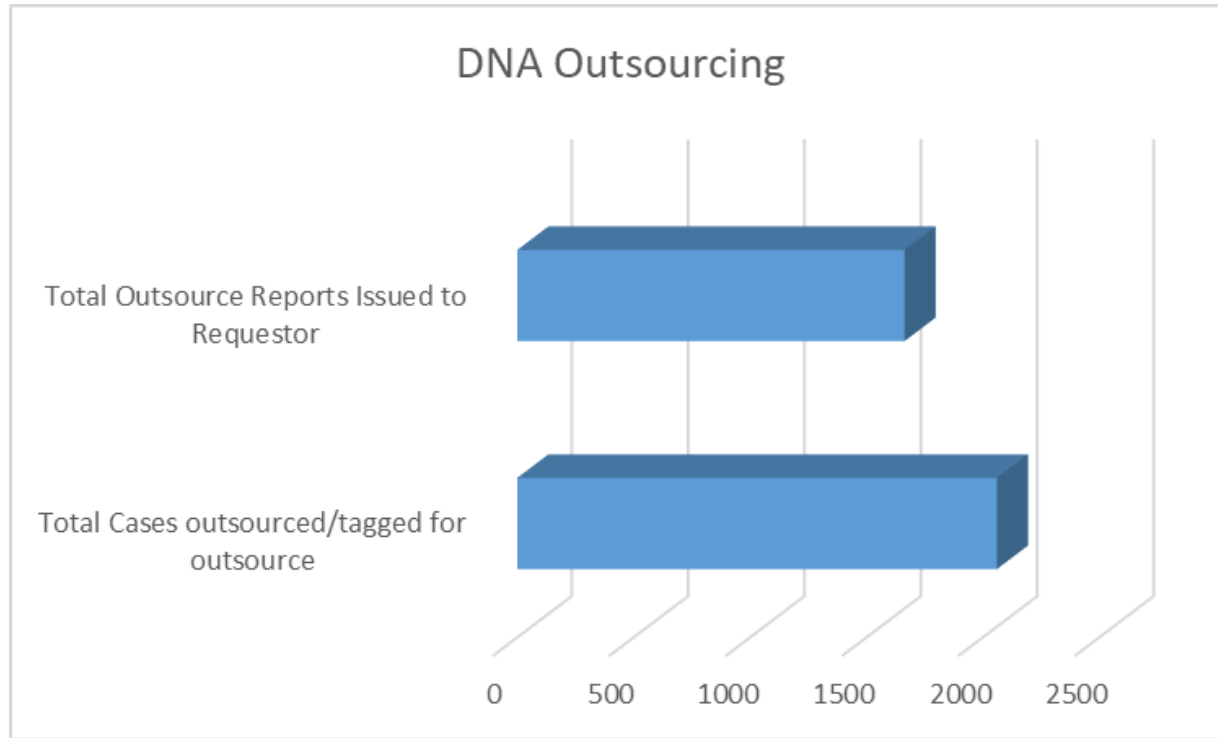
## Critical issues

- The in-house review of all outsourced casework
- Bode delayed turnaround time for SAKs
- Current turnaround time ~120 days
- Outsource extension needed due to STRmix implementation and training

- Original project timeline: August 2018 to September 2019
- 1,015 outsourced cases pending CODIS review (188 in process)
- 117 outsourced cases awaiting analysis
- Bode plans to have all testing completed by Dec. 31, 2019
- Next focus: STRmix training and outsource reviews



# Forensic Biology -- Outsourcing





Section
Request Type

Screening
All

# of Unassigned
0✓
Goal: 10 (+100%)

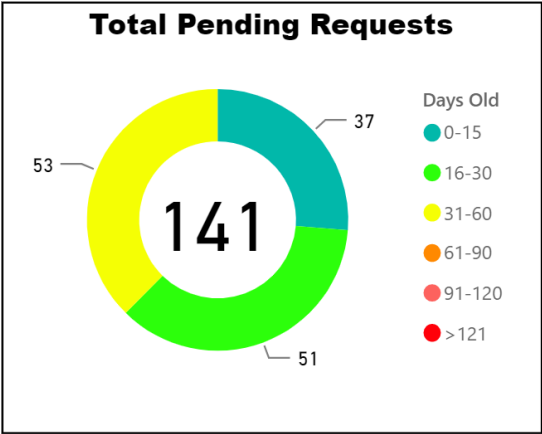
# Pending Draft
137!
Goal: 14 (-878.57%)

# Pending Tech
3✓
Goal: 16 (+81.25%)

# Pending Admin
1✓
Goal: 12 (+91.67%)

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

53
Past Critical Age
39
Avg Age of Reqeusts >30 ...
0
Age-Oldest Unassigned PL
60
Age-Oldest Pending Draft...
36
Age-Oldest Pending Tech ...
4
Age-Oldest Pending Adm...



Overall TAT  
(Month to Date)

NaN✓
Goal: 10, 11

Overall TAT  
(Past 90 Days)

14.2!
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	312
34624	2018-094	294
45353	2019-029	136
46911	2019-034	114
47766	2019-043	101
48832	2019-057	83
49433	2019-IA-12	76

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

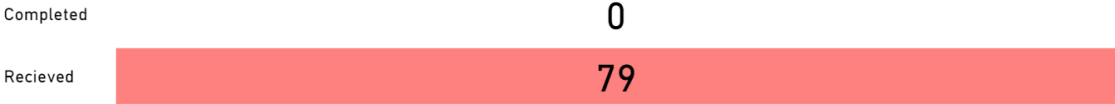
Quality TAT
32✓
Goal: 40, 41

Avg Age of Open Reports\*
129

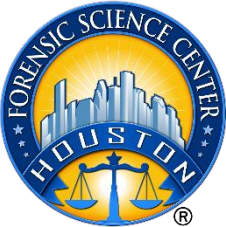
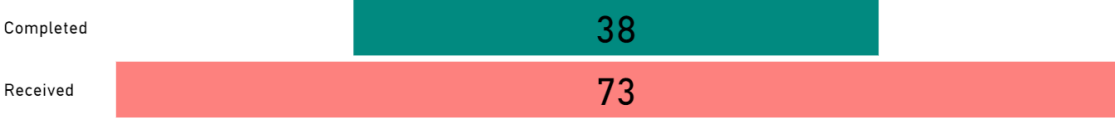
Quality Filter
Biology/DNA



Month to Date



30 Day Avg (Over Past 90 Days)



## Date Range

11/1/2018

11/30/2019

## Total TAT by Month



## Request Type

Screening

Request Type

All

## Selected Time Frame Averages

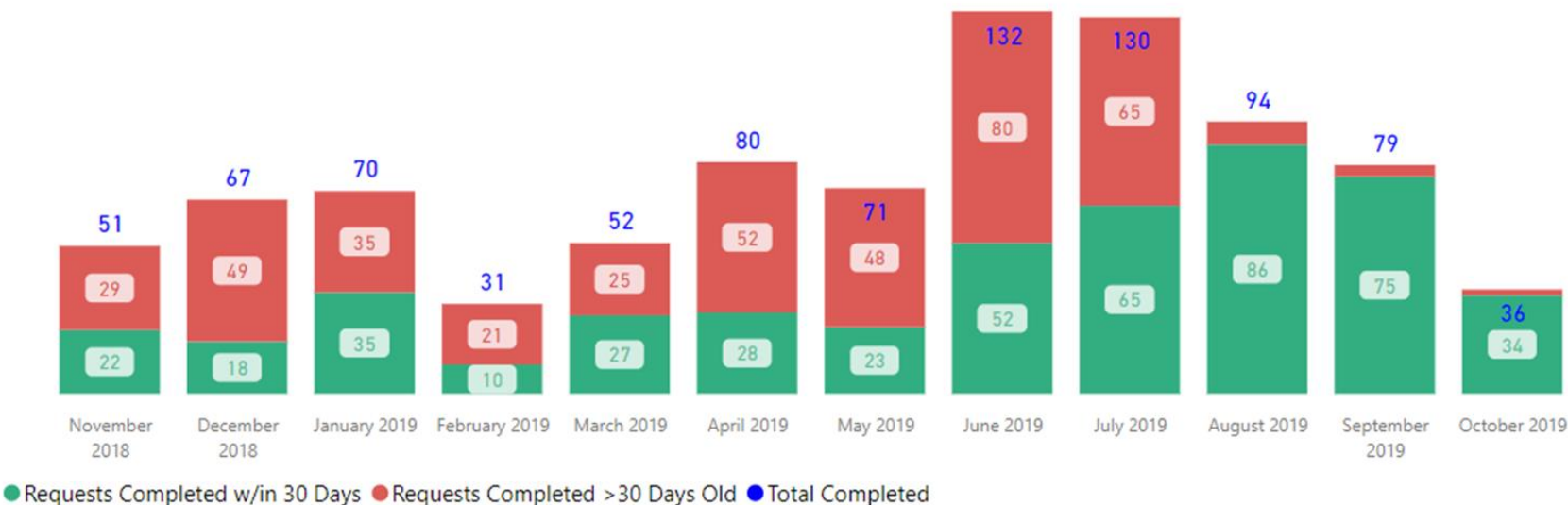
51.68

Total TAT (Rec'd-Compl.) Avg

51.10

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

893

Requests Completed

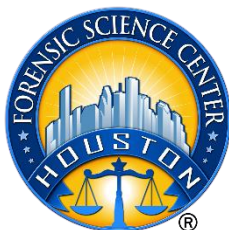
418

Requests Completed > 30 Days

46.81 %

% Completed > 30 Days

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

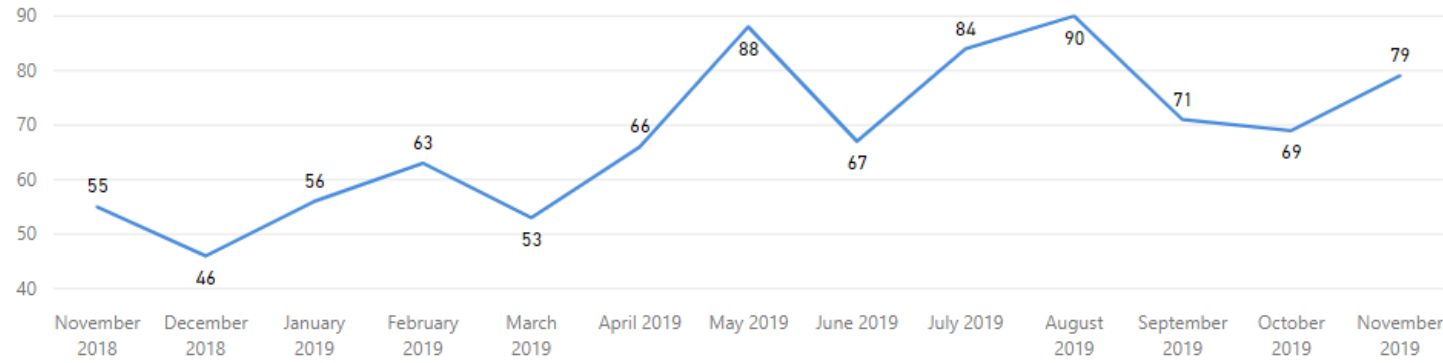


Section  Request Type

☐ ...

**Received Filter**

### Received by Month



### Total Received

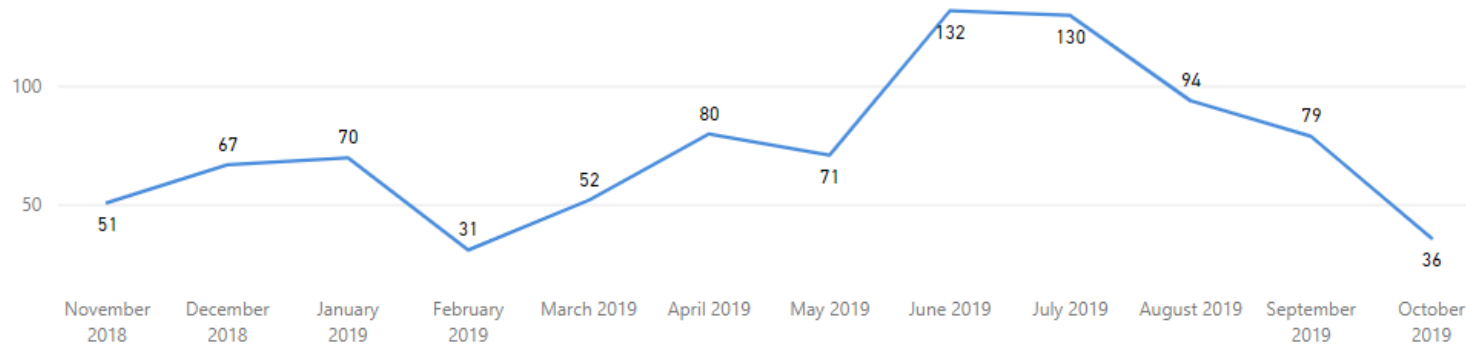
887

### Received per Month (Avg)\*

68

**Completed Filter**

### Completed by Month



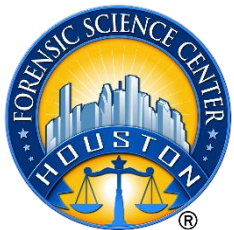
### Total Completed

893

### Completed per Month (Avg)\*

74

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



Section

CODIS

CODIS Hit Type

All

# of Unassigned

28✓

Goal: 100 (+72%)

# Pending Draft

8✓

Goal: 20 (+60%)

# Pending Tech

0✓

Goal: 15 (+100%)

# Pending Admin

0✓

Goal: 0

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

10

Past Critical Age

40

Avg Age of Reqeusts &gt;30 ...

74

Age-Oldest Unassigned PL

37

Age-Oldest Pending Draft...

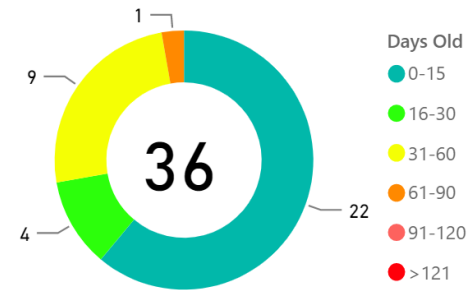
0

Age-Oldest Pending Tech ...

0

Age-Oldest Pending Adm...

## Total Pending Requests

Overall TAT  
(Month to Date)

15.3✓

Goal: 30, 31

Overall TAT  
(Past 90 Days)

18.5✓

Goal: 30, 31

## TAT by Phase of Work (MTD)



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

14.4

## TAT by Phase of Work (Past 90 Days)

16.7

## Month to Date

Completed

34

Received

45

## 30 Day Avg (Over Past 90 Days)

Completed

59

Received

58

## Open Quality Reports

Qualtrax ID	Workflow #	Age
33435	2018-085	312
34624	2018-094	294
45353	2019-029	136
46911	2019-034	114
47766	2019-043	101
48832	2019-057	83
49433	2019-IA-12	76

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

## Quality TAT

32✓

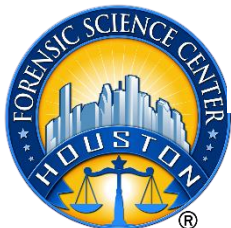
Goal: 40, 41

## Avg Age of Open Reports\*

129

Quality Filter

Biology/DNA



## Date Range

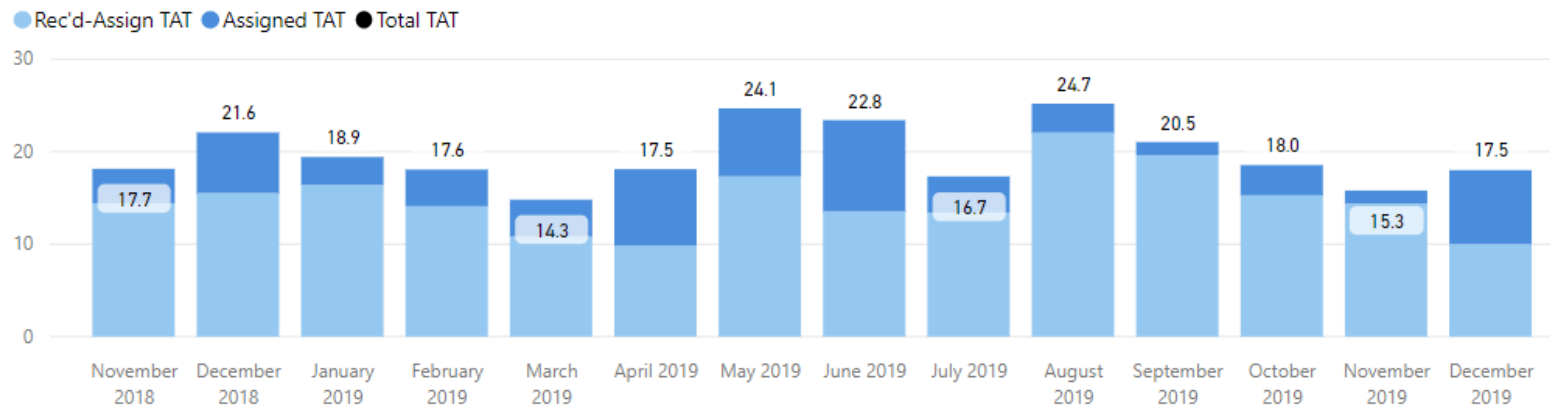
11/1/2018

12/3/2019

## Request Type

CODIS

## Total TAT by Month



## Selected Time Frame Averages

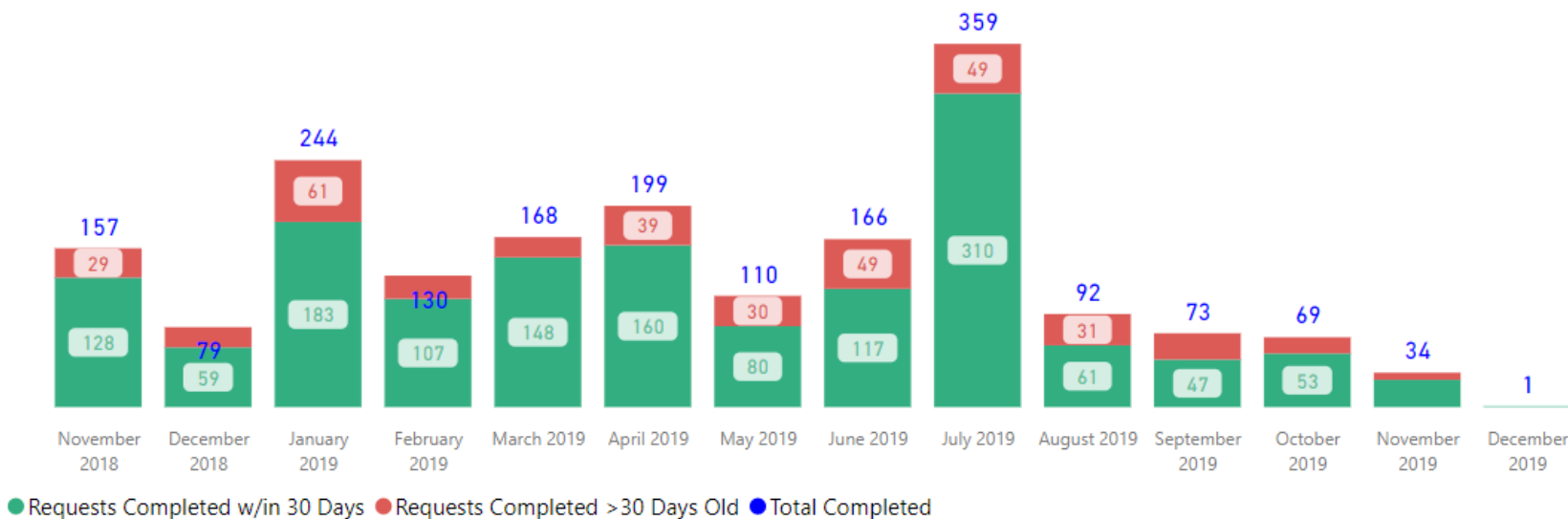
18.75

Total TAT (Rec'd-Compl.) Avg

4.88

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

1881

Requests Completed

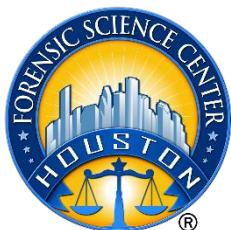
400

Requests Completed > 30 Days

21.27 %

% Completed > 30 Days

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



Section

CODIS

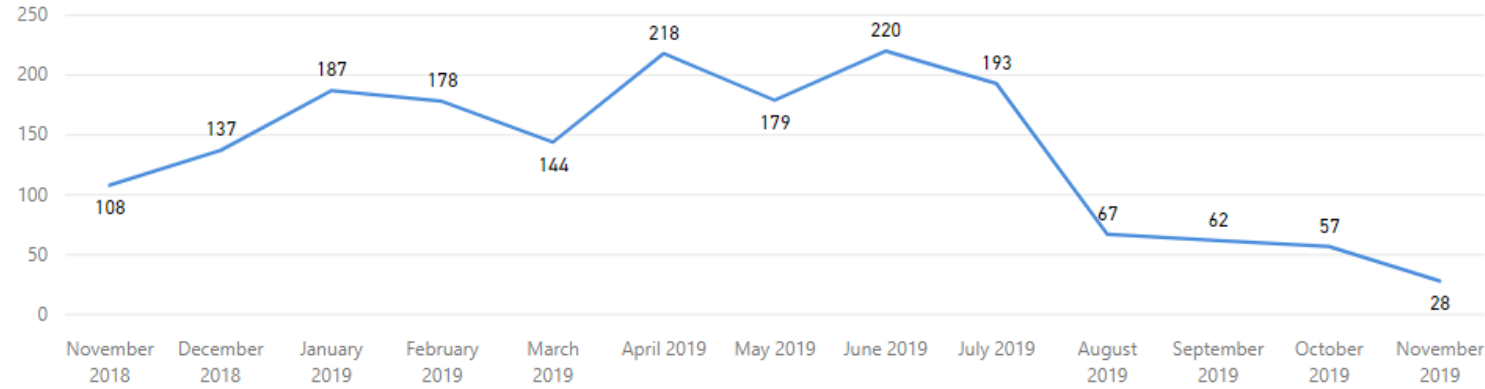
Hit Type

All

Received Filter

11/1/2018

11/30/2019

**Received by Month****Total Received**

1778

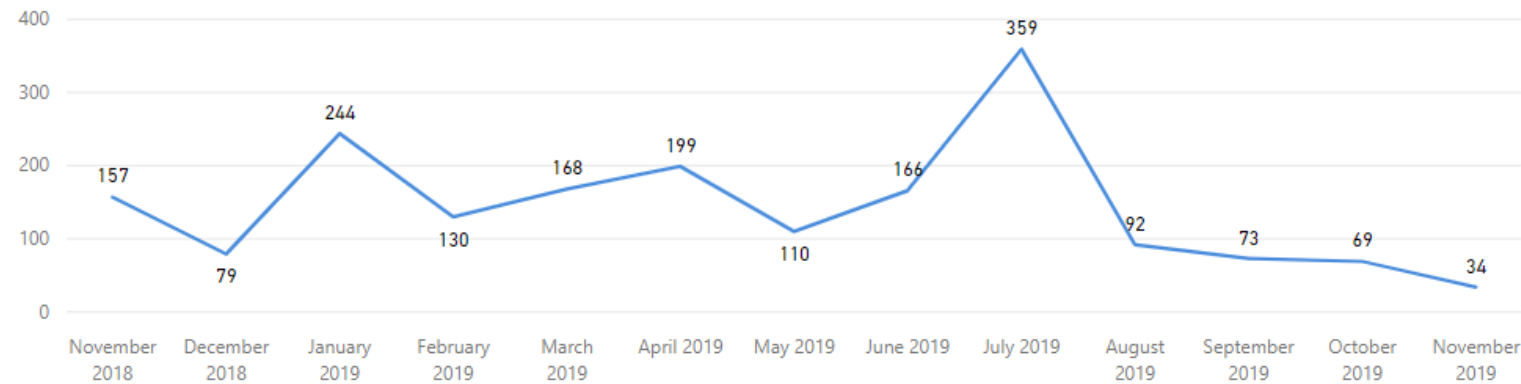
**Received per Month (Avg)\***

137

Completed Filter

11/1/2018

11/30/2019

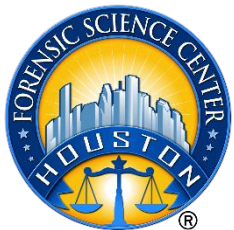
**Completed by Month****Total Completed**

1880

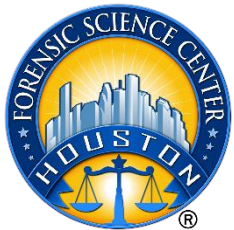
**Completed per Month (Avg)\***

145

\* 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

1025!

Goal: 230 (-345.65%)

# Pending Draft

61!

Goal: 50 (-22%)

# Pending Tech

27✓

Goal: 50 (+46%)

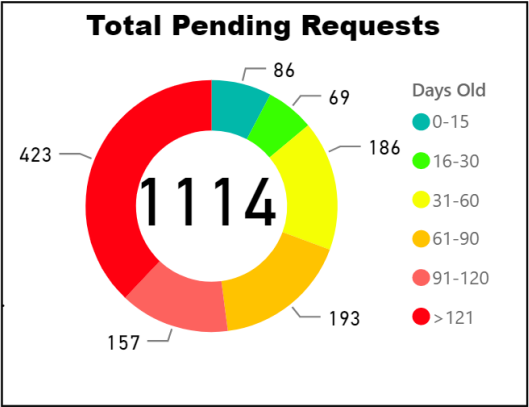
# Pending Admin

1✓

Goal: 50 (+98%)

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

- 959 Justice Trax Past Critical Age
- 122 Avg Age of Requests >30 D..
- 268 Age-Oldest Unassigned
- 192 Age-Oldest Pending Draft
- 143 Age-Oldest Pending Tech
- 225 Age-Oldest Pending Admin



Overall TAT (Month to Date)

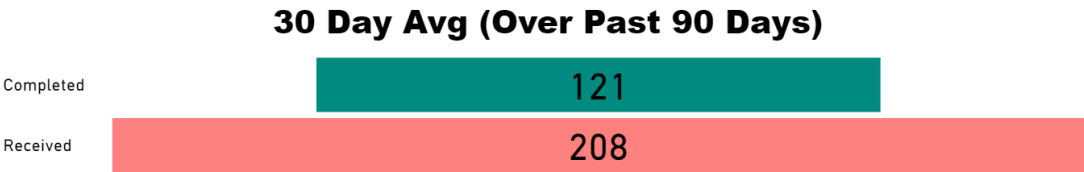
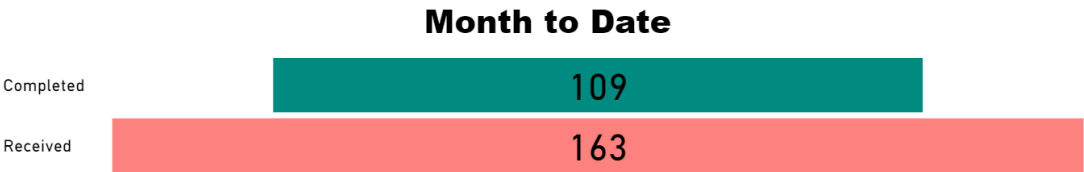
77.3!

Goal: 45, 46

Overall TAT (Past 90 Days)

78.0!

Goal: 45, 46



Open Quality Reports

Qualtrax ID	Workflow #	Age
44789	2019-028	143
51190	2019-069	53
52313		35
52669	2019-082	28

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

Quality TAT

27✓

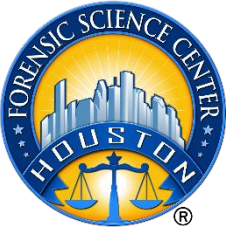
Goal: 40, 41

Avg Age of Open Reports\*

75

Quality Filter

Latent Prints





# 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

1271!

Goal: 230 (-452.61%)

# Pending Draft

7✓

Goal: 50 (+86%)

# Pending Tech

3✓

Goal: 50 (+94%)

# Pending Admin

0✓

Goal: 50 (+100%)

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

1280  
Justice Trax Past Critical Age

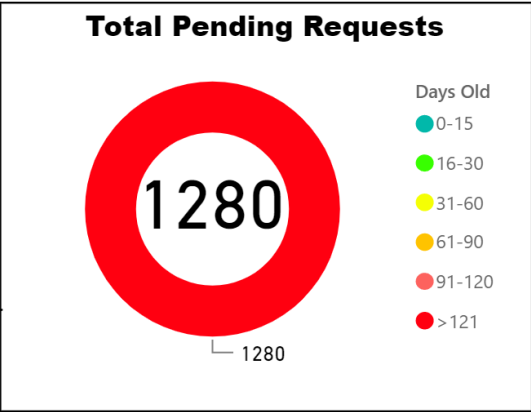
994  
Avg Age of Requests >30 D..

2026  
Age-Oldest Unassigned

1823  
Age-Oldest Pending Draft

950  
Age-Oldest Pending Tech

0  
Age-Oldest Pending Admin



### Open Quality Reports

Qualtrax ID	Workflow #	Age
44789	2019-028	143
51190	2019-069	53
52313		35
52669	2019-082	28

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

Quality TAT

27✓

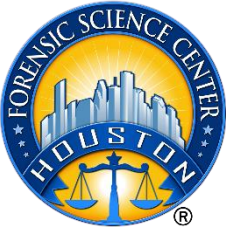
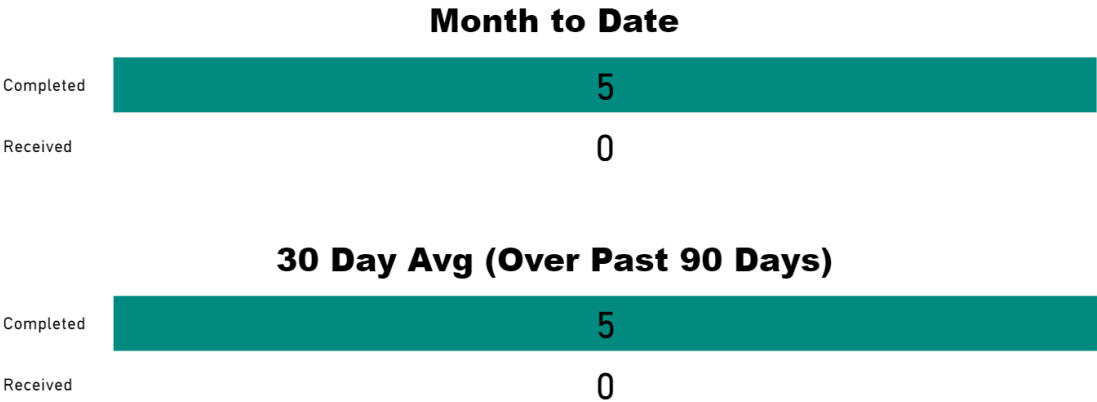
Goal: 40, 41

Avg Age of Open Reports\*

75

Quality Filter

Latent Prints



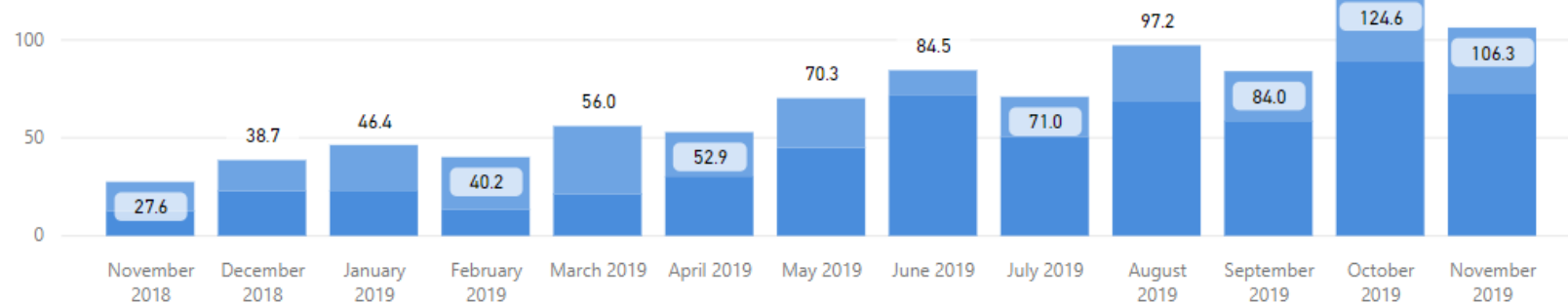
## Date Range

11/1/2018

11/30/2019

## Total TAT by Month

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



## Request Type

Latent Comparison

Priority Type

All

## Selected Time Frame Averages

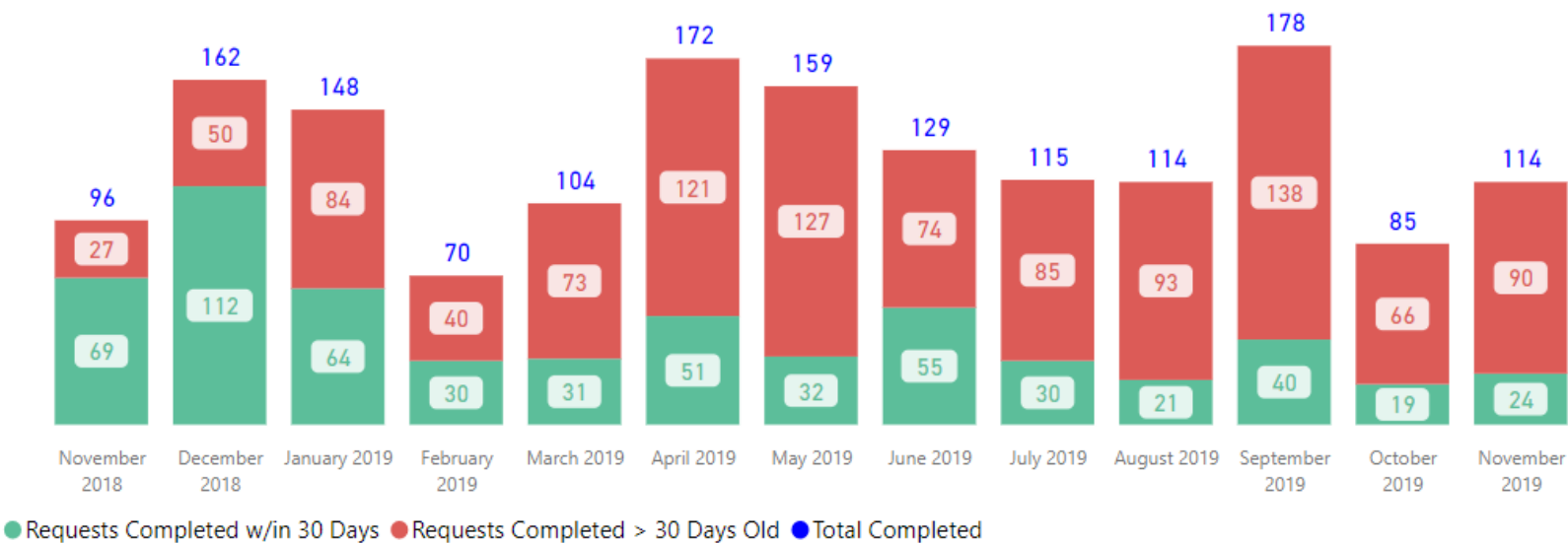
68.35

Total TAT (Rec'd-Compl.) Avg

24.02

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

1646

Requests Completed

1068

Requests Completed > 30 Days Old

64.88 %

% Completed > 30 Days Old



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

Service
Priority Type

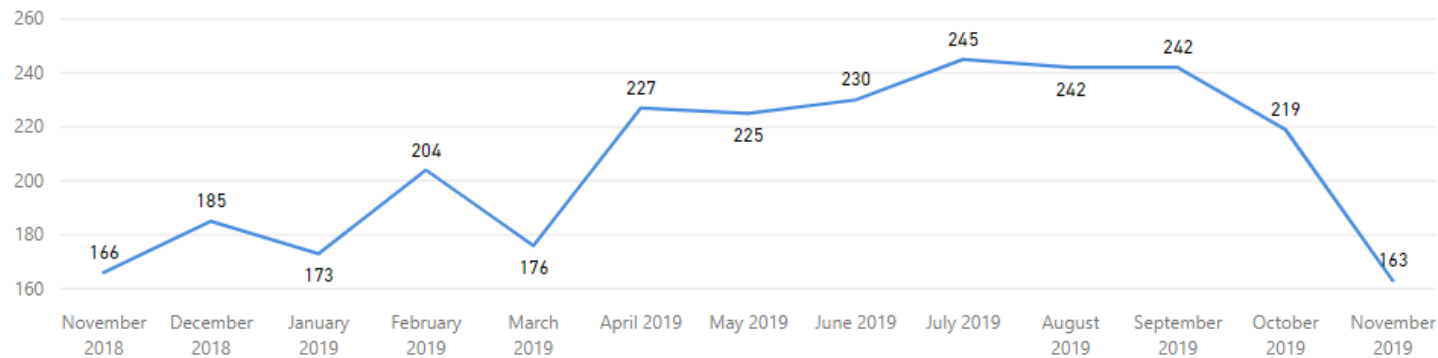
Latent Comparison
All

Received Filter

11/1/2018

11/30/2019

Received by Month



Total Received

2,697

Received per Month (Avg)\*

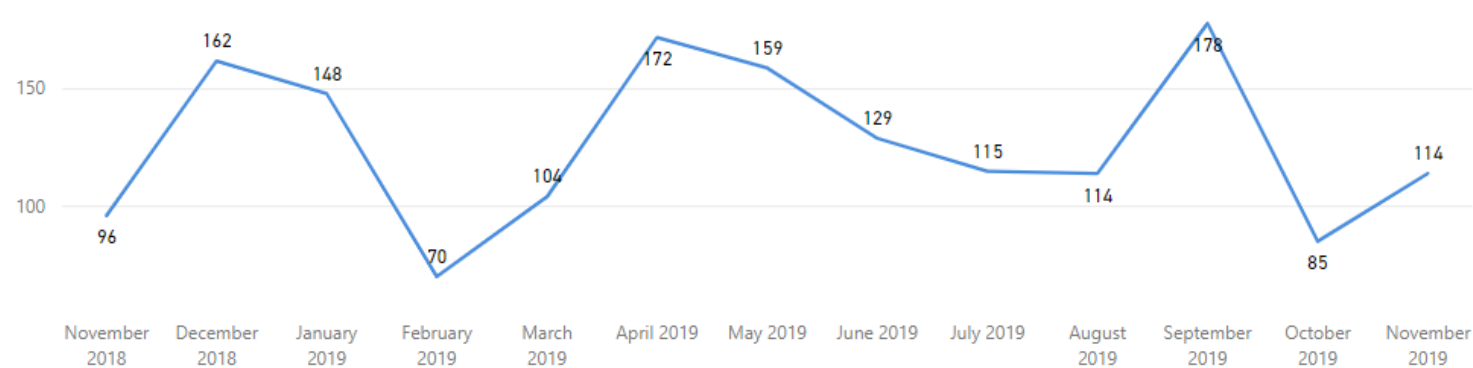
207

Completed Filter

11/1/2018

11/30/2019

Completed by Month



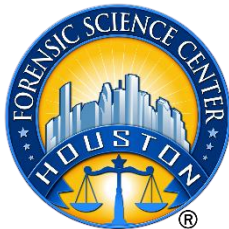
Total Completed

1,646

Completed per Month (Avg)\*

127

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



Service
Priority Type

Latent Processing
All

# of Unassigned
187!
Goal: 50 (-274%)

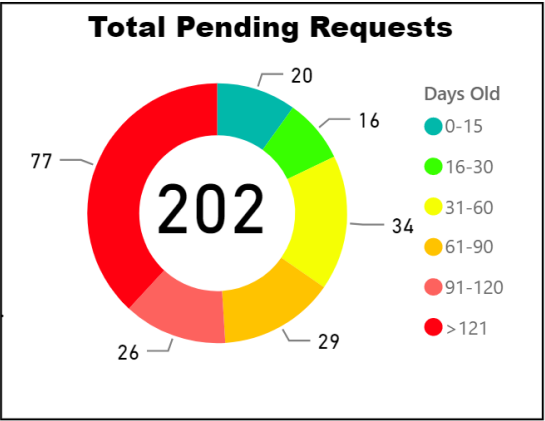
# Pending Draft
5✓
Goal: 30 (+83.33%)

# Pending Tech
9✓
Goal: 30 (+70%)

# Pending Admin
1✓
Goal: 30 (+96.67%)

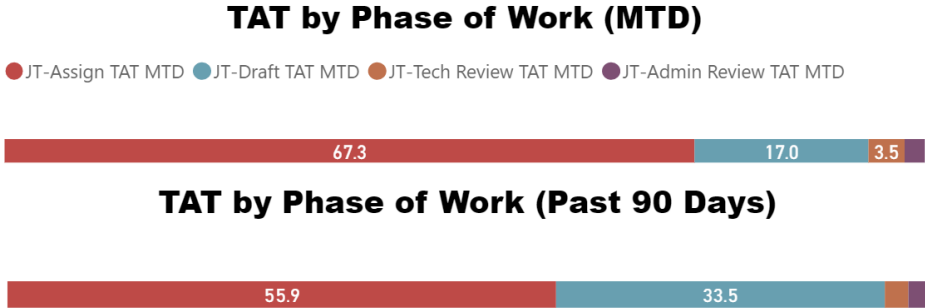
Goal= Threshold for the max # of requests in each bucket

166
Justice Trax Past Critical Age
116
Avg Age of Requests >30 D..
291
Age-Oldest Unassigned
323
Age-Oldest Pending Draft
179
Age-Oldest Pending Tech
86
Age-Oldest Pending Admin



Overall TAT (Month to Date)
89.7!
Goal: 30, 31

Overall TAT (Past 90 Days)
93.8!
Goal: 30, 31



Open Quality Reports

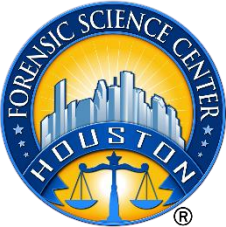
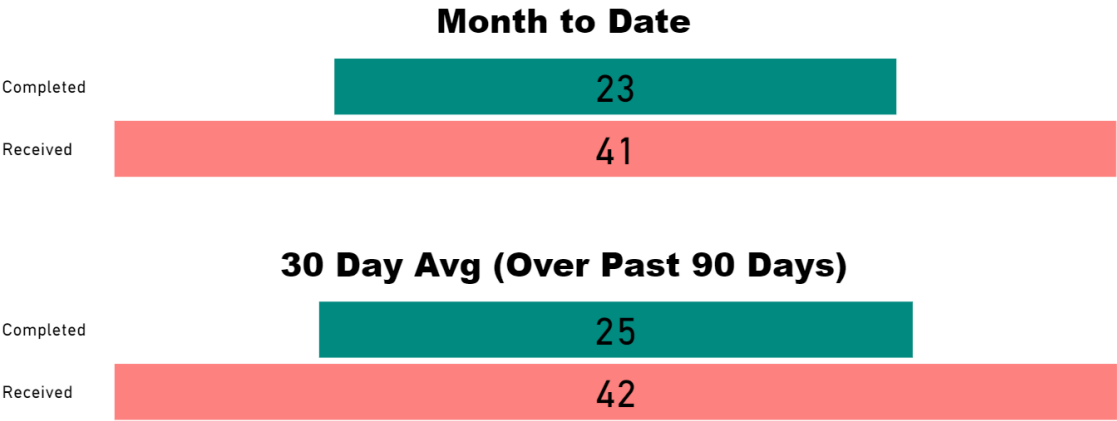
Qualtrax ID	Workflow #	Age
44789	2019-028	143
51190	2019-069	53
52313		35
52669	2019-082	28

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

Quality TAT
27✓
Goal: 40, 41

Avg Age of Open Reports\*
75

Quality Filter
Latent Prints



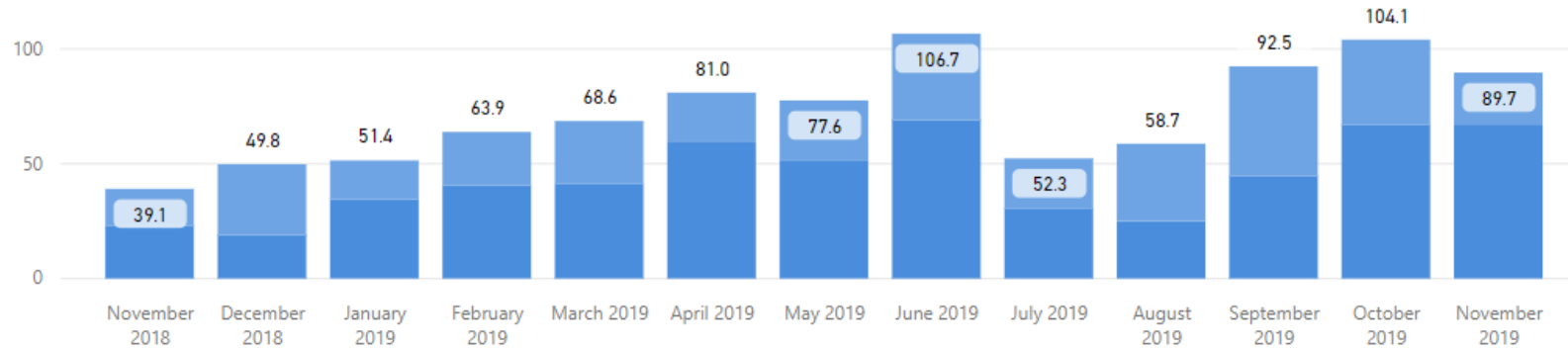
## Date Range

11/1/2018

11/30/2019

## Total TAT by Month

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



## Request Type

Latent Processing

Priority Type

All

## Selected Time Frame Averages

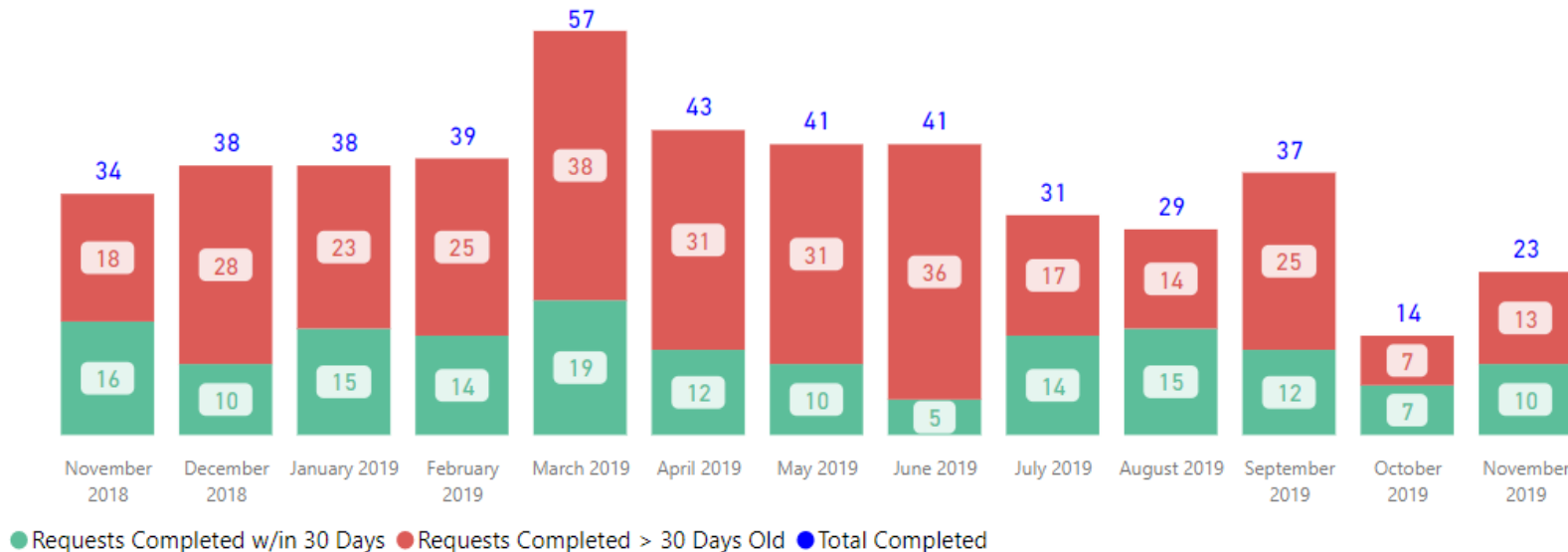
70.72

Total TAT (Rec'd-Compl.) Avg

27.65

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

465

Requests Completed

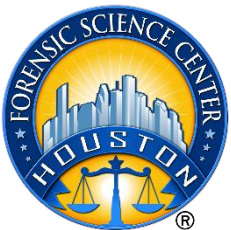
306

Requests Completed > 30 Days Old

65.81 %

% Completed > 30 Days Old

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



Service

Latent Processing

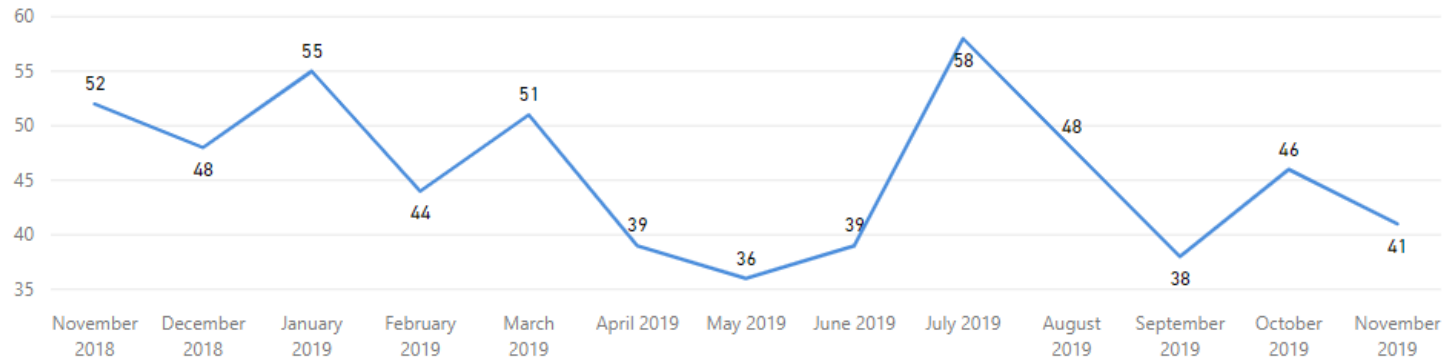
Priority Type

All

### Received Filter

11/1/2018 11/30/2019

### Received by Month



### Total Received

595

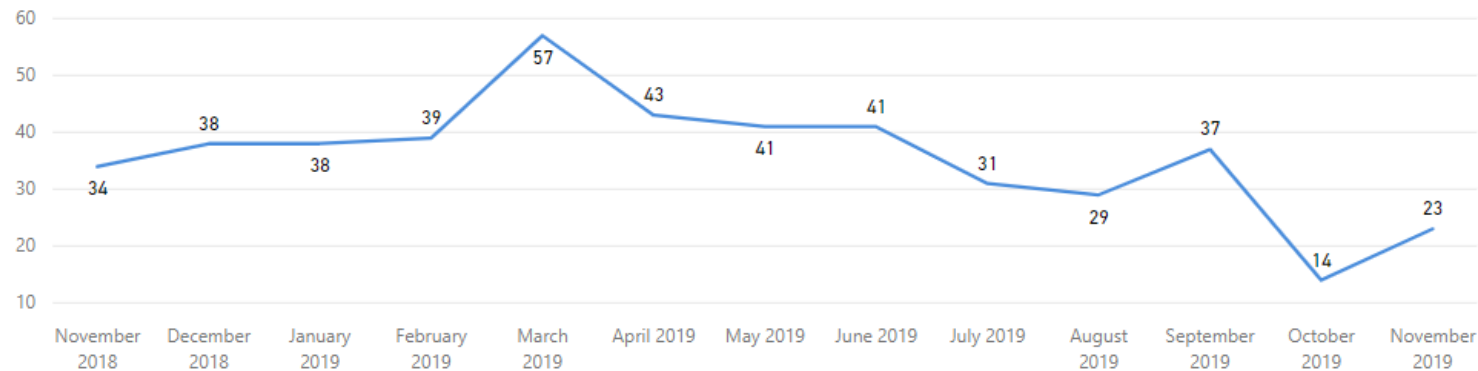
### Received per Month (Avg)\*

46

### Completed Filter

11/1/2018 11/30/2019

### Completed by Month



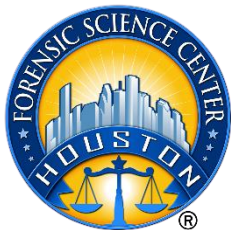
### Total Completed

465

### Completed per Month (Avg)\*

36

\* 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

1✓

Goal: 5 (+80%)

# 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

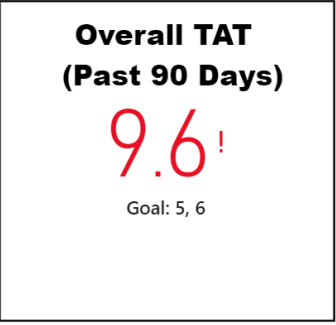
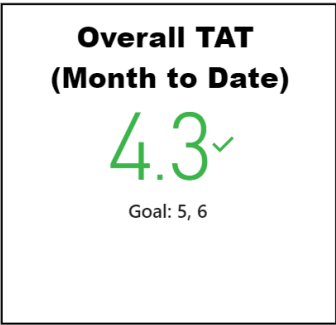
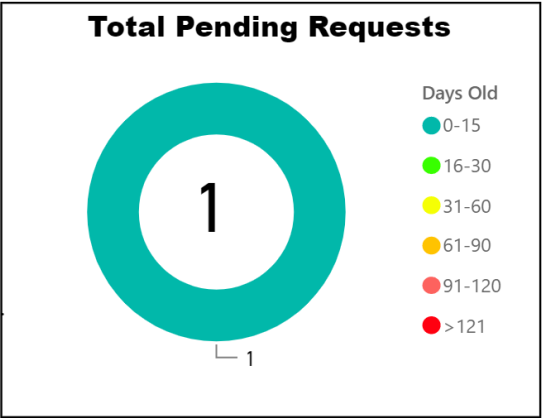
Age-Oldest Pending Draft

12

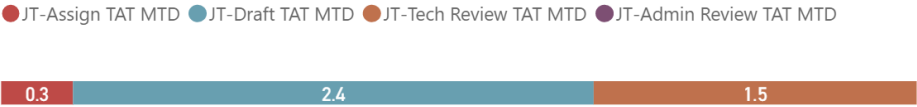
Age-Oldest Pending Tech

0

Age-Oldest Pending Admin



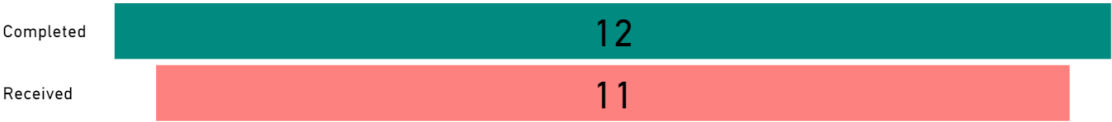
TAT by Phase of Work (MTD)



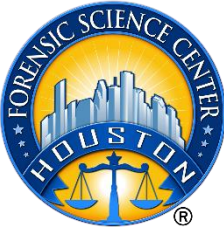
TAT by Phase of Work (Past 90 Days)



Month to Date



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

▼



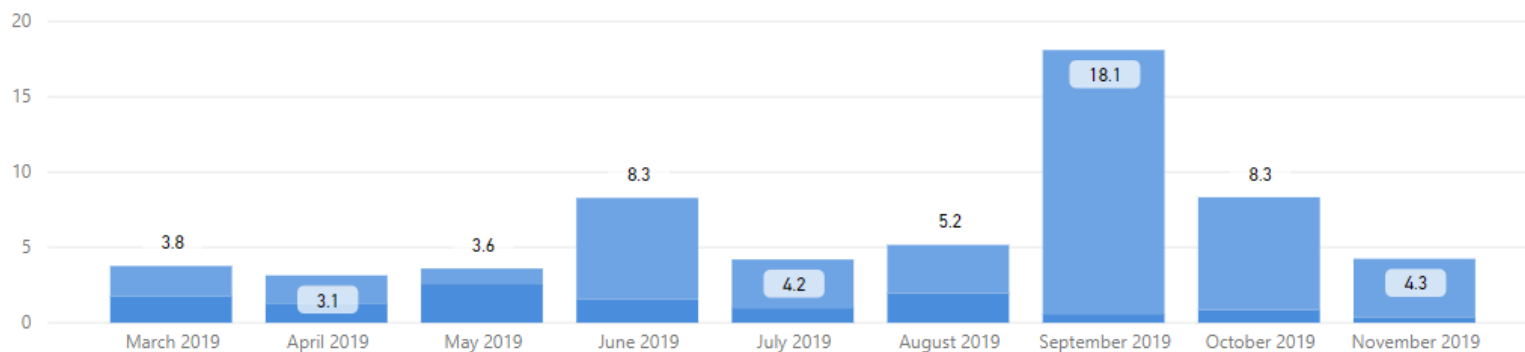
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

AV Call Out

Priority Type

All

## Selected Time Frame Averages

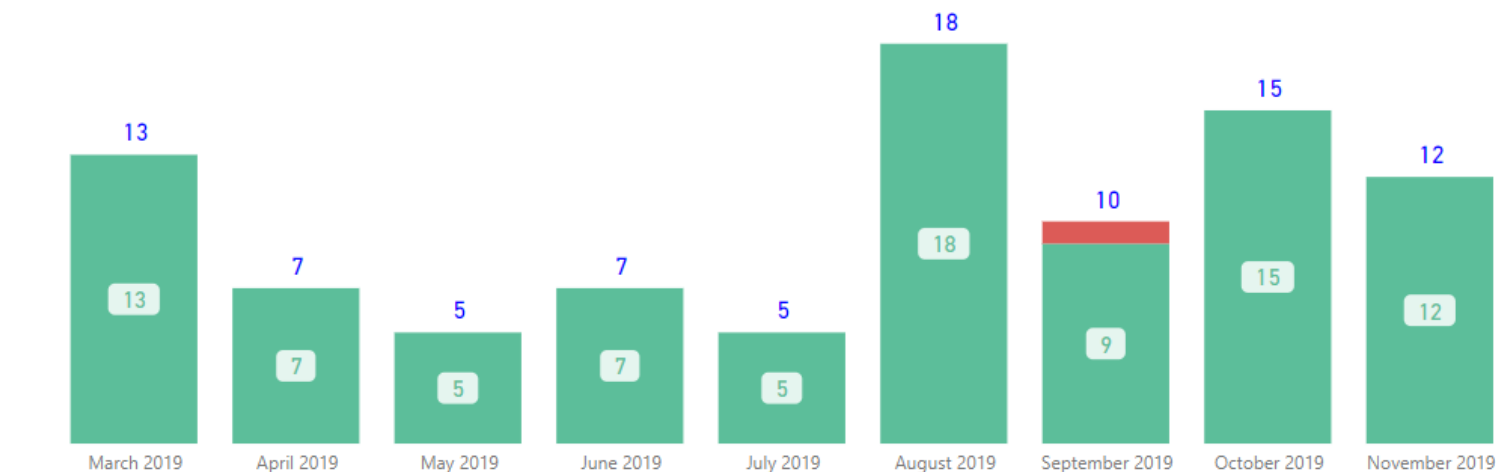
6.72

Total TAT (Rec'd-Compl.) Avg

5.42

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



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

## Received to Complete

92

Requests Completed

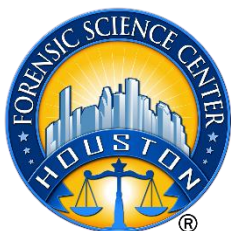
1

Requests Completed > 30 Days Old

1.09 %

% Completed > 30 Days Old

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



Service

AV Call Out

Priority Type

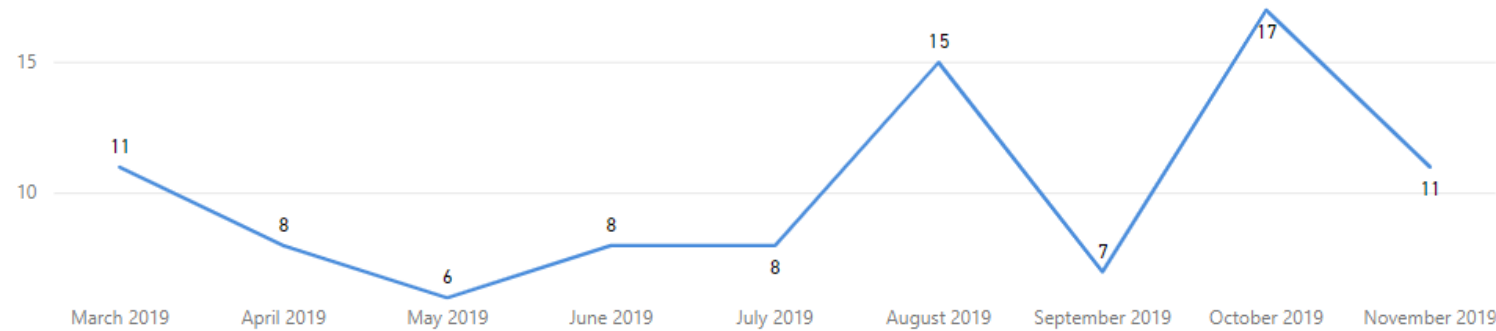
All

## Received Filter

3/1/2019

11/30/2019

## Received by Month



## Total Received

91

## Received per Month (Avg)\*

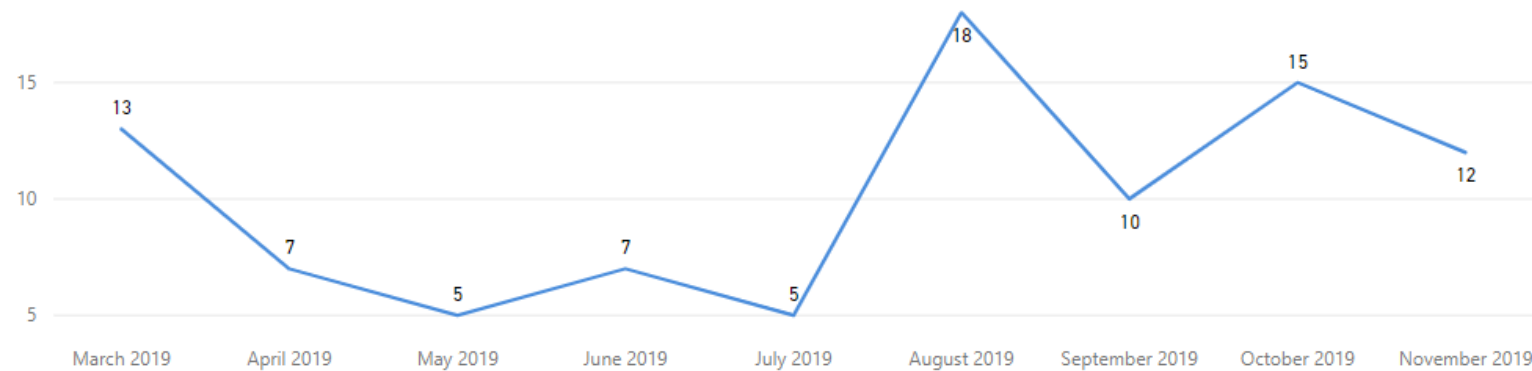
10

## Completed Filter

3/1/2019

11/30/2019

## Completed by Month



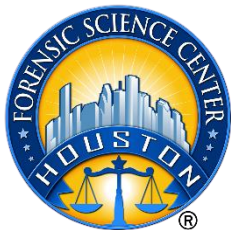
## Total Completed

92

## Completed per Month (Avg)\*

10

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



Service
Priority Type

AV Examination
All

# of Unassigned
7✓
Goal: 15 (+53.33%)

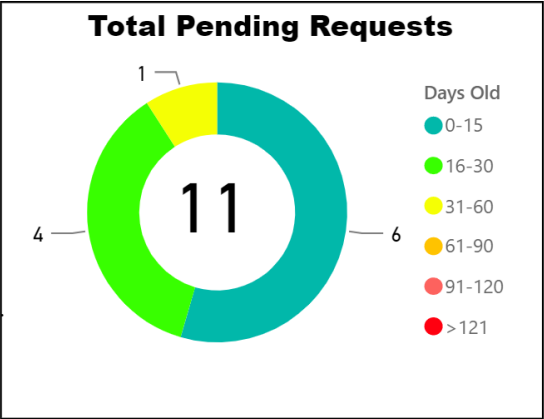
# Pending Draft
2✓
Goal: 5 (+60%)

# Pending Tech
1✓
Goal: 5 (+80%)

# Pending Admin
1✓
Goal: 5 (+80%)

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

- 1
- Justice Trax Past Critical Age
- 32
- Avg Age of Requests >30 D...
- 16
- Age-Oldest Unassigned
- 32
- Age-Oldest Pending Draft
- 18
- Age-Oldest Pending Tech
- 22
- Age-Oldest Pending Admin



Overall TAT  
(Month to Date)

24.3✓

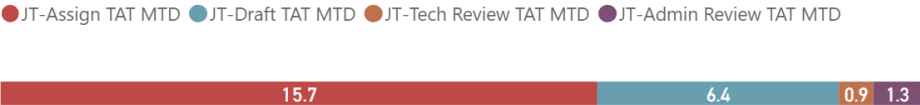
Goal: 45, 46

Overall TAT  
(Past 90 Days)

22.3✓

Goal: 45, 46

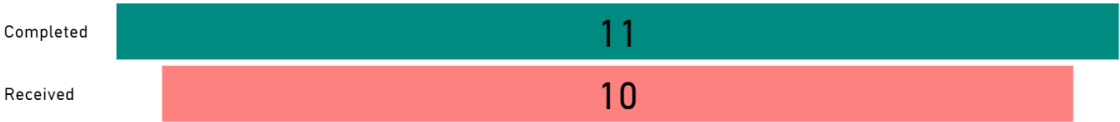
TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)



Month to Date



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)✓

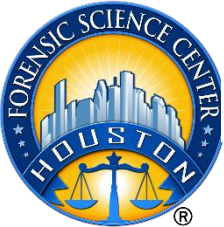
Goal: 30, 31

Avg Age of Open Reports\*

NaN

Quality Filter

Audio/Video

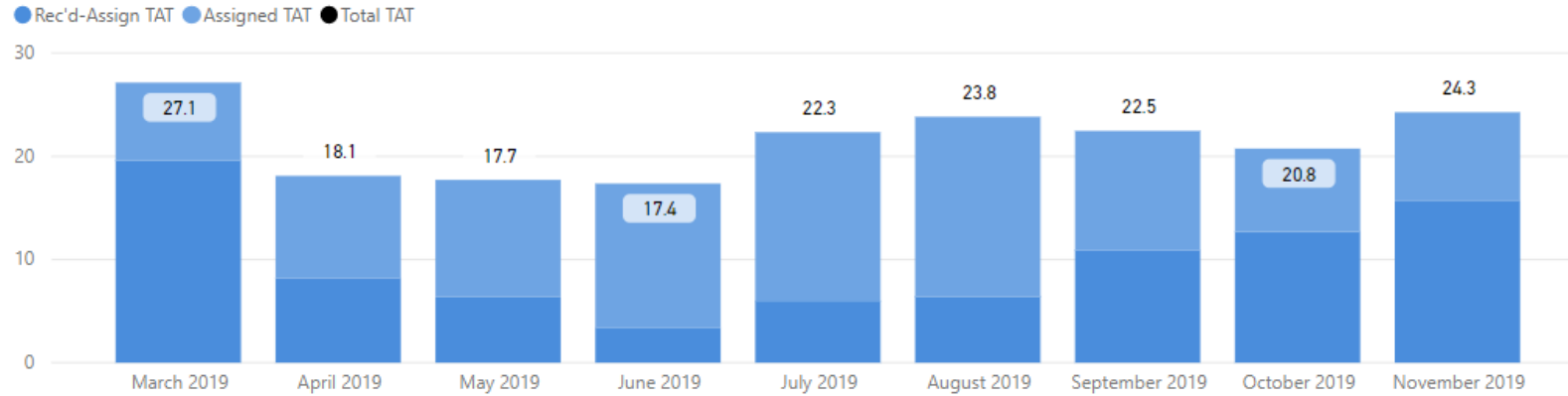


## Date Range

3/1/2019

11/30/2019

## Total TAT by Month



## Request Type

AV Examination

Priority Type

All

## Selected Time Frame Averages

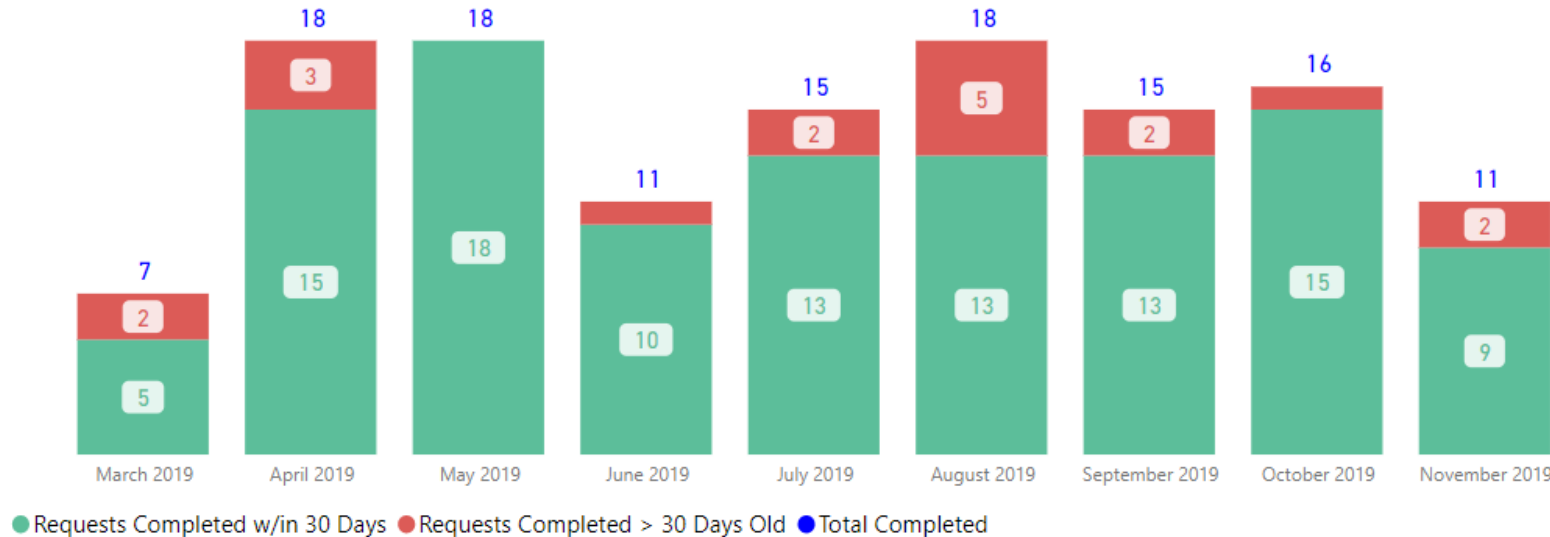
21.13

Total TAT (Rec'd-Compl.) Avg

11.98

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

129

Requests Completed

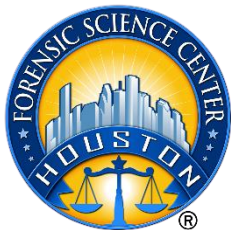
18

Requests Completed > 30 Days Old

13.95 %

% Completed > 30 Days Old

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



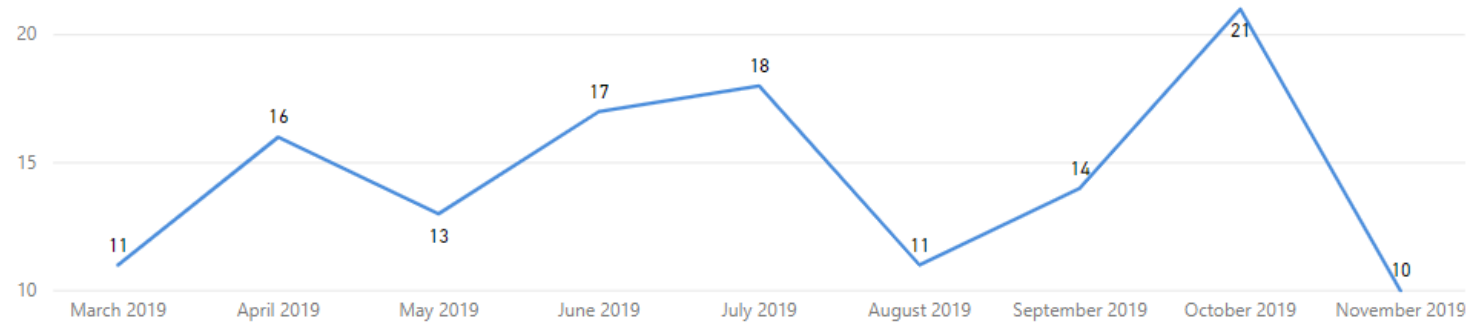
Service  Priority Type



### Received Filter



### Received by Month



### Total Received

131

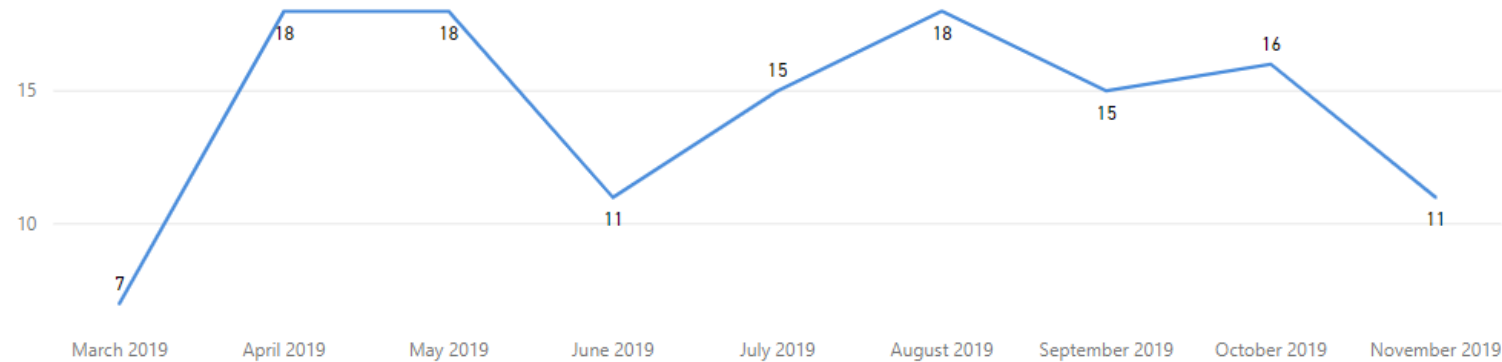
### Received per Month (Avg)\*

15

### Completed Filter



### Completed by Month



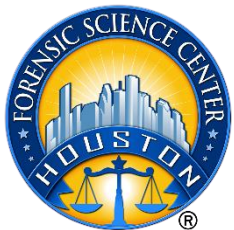
### Total Completed

129

### Completed per Month (Avg)\*

14

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



Service

DFL

▼

Priority Type

All

▼

# of Unassigned

77!

Goal: 50 (-54%)

# Pending Draft

12!

Goal: 5 (-140%)

# Pending Tech

1✓

Goal: 5 (+80%)

# Pending Admin

1✓

Goal: 5 (+80%)

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

62

Justice Trax Past Critical Age

94

Avg Age of Requests >30 D...

173

Age-Oldest Unassigned

170

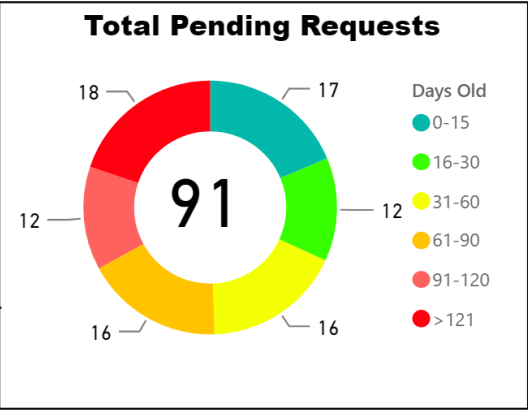
Age-Oldest Pending Draft

115

Age-Oldest Pending Tech

38

Age-Oldest Pending Admin



Service

DME

Priority Type

All

# of Unassigned

23!

Goal: 0

# Pending Draft

0✓

Goal: 30 (+100%)

# Pending Tech

0✓

Goal: 30 (+100%)

# Pending Admin

0✓

Goal: 30 (+100%)

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

23

Justice Trax Past Critical Age

97

Avg Age of Requests >30 D...

143

Age-Oldest Unassigned

0

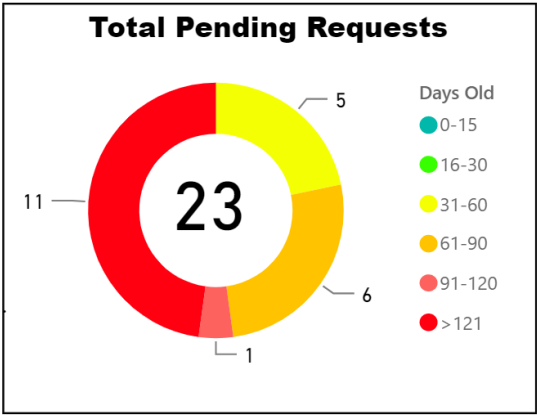
Age-Oldest Pending Draft

0

Age-Oldest Pending Tech

0

Age-Oldest Pending Admin



Overall TAT (Month to Date)

64.0!

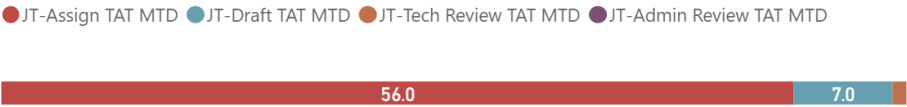
Goal: 30, 31

Overall TAT (Past 90 Days)

49.0!

Goal: 30, 31

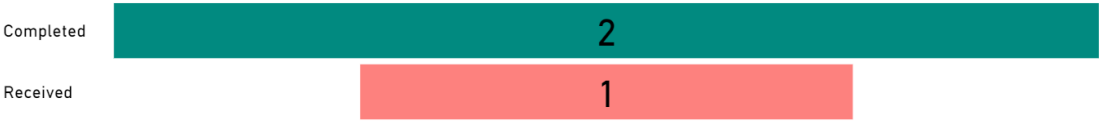
TAT by Phase of Work (MTD)



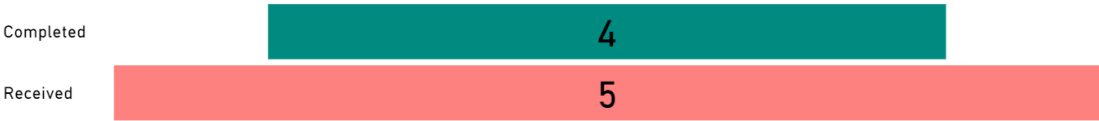
TAT by Phase of Work (Past 90 Days)



Month to Date



30 Day Avg (Over Past 90 Days)



Open Quality Reports

Qualtrax ID

Workflow #

Age

54037

8

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

Quality TAT

28✓

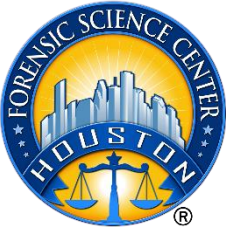
Goal: 30, 31

Avg Age of Open Reports\*

NaN

Quality Filter

Digital Forensics



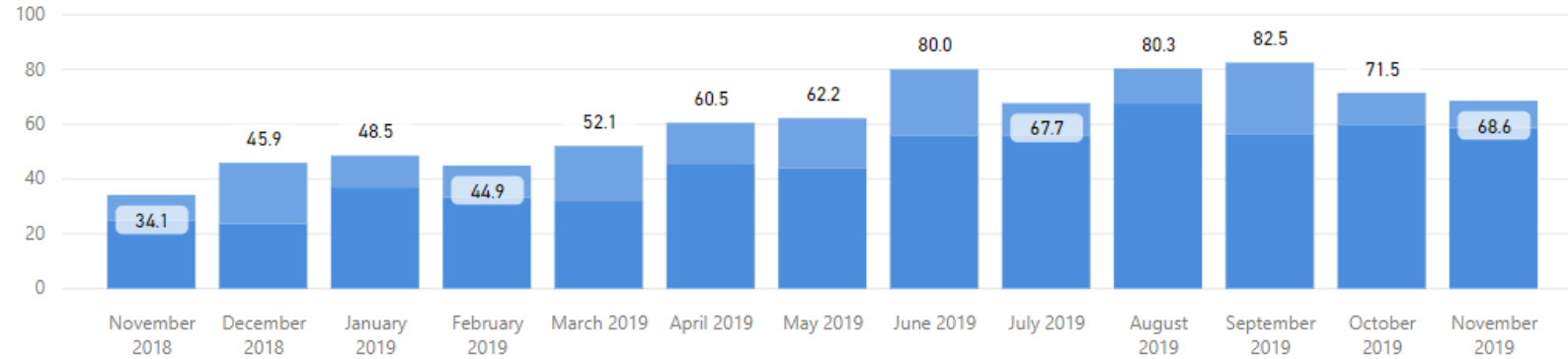
## Date Range

11/1/2018

11/30/2019

## Total TAT by Month

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



## Request Type

Multiple selections

Priority Type

All

## Selected Time Frame Averages

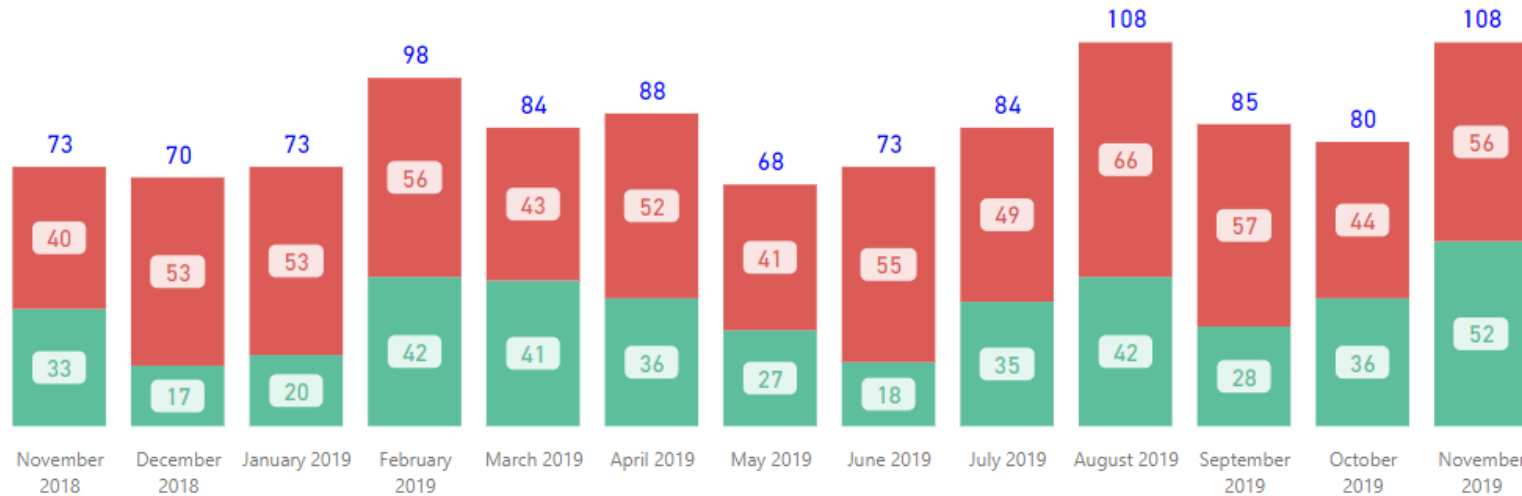
62.20

Total TAT (Rec'd-Compl.) Avg

15.50

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



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

## Received to Complete

1092

Requests Completed

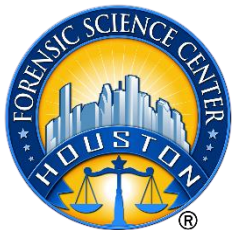
665

Requests Completed > 30 Days Old

60.90 %

% Completed > 30 Days Old

Requests more than 30 days old are considered to be backlogged requests 67





## DFL and DME

Service

Multiple selections

Priority Type

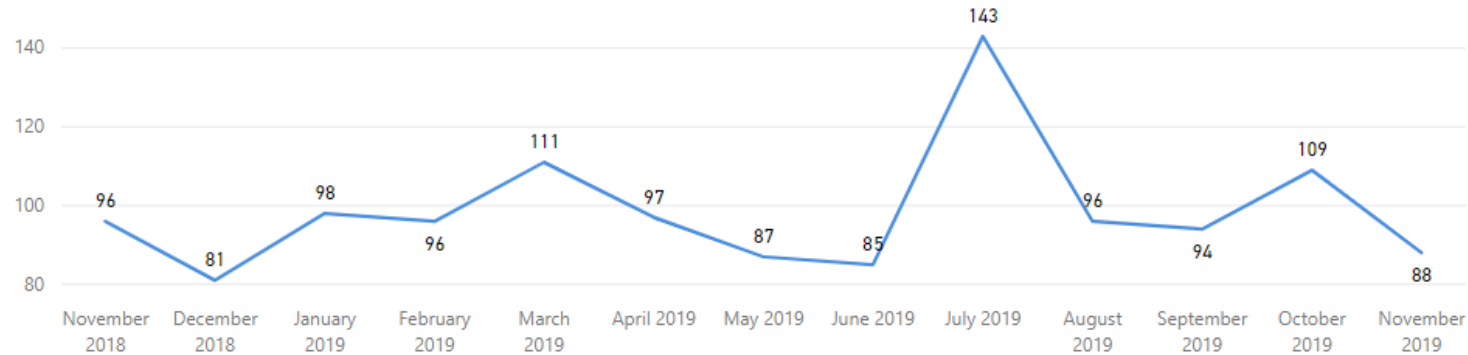
All

### Received Filter

11/1/2018

11/30/2019

### Received by Month



### Total Received

1,281

### Received per Month (Avg)\*

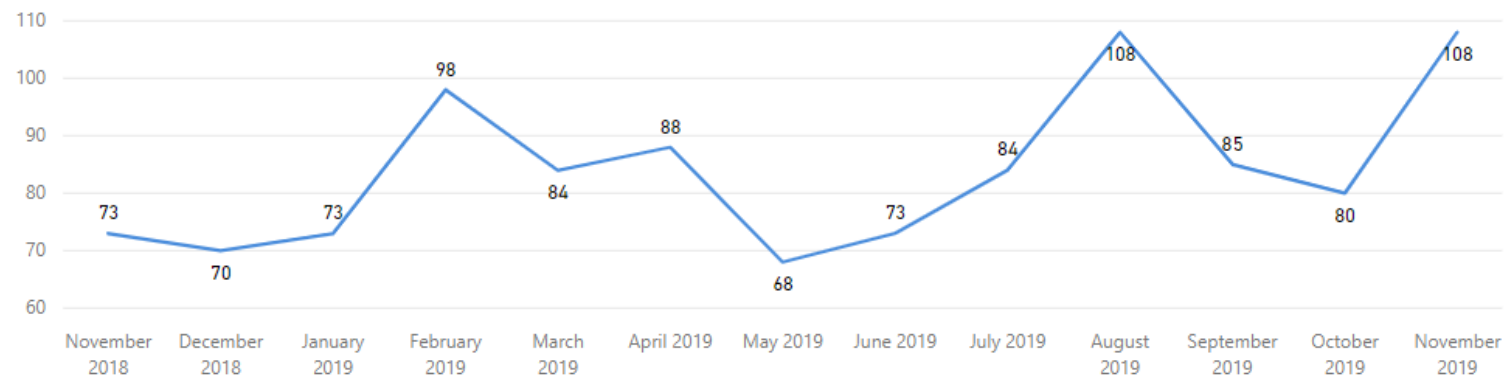
99

### Completed Filter

11/1/2018

11/30/2019

### Completed by Month



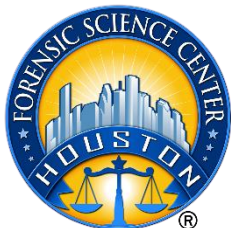
### Total Completed

1,092

### Completed per Month (Avg)\*

84

\* 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
41!
Goal: 30 (-36.67%)

# Pending Tech
112!
Goal: 30 (-273.33%)

# Pending Admin
0✓
Goal: 0

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

58

Justice Trax Past Critical Age

72

Avg Age of Requests >30 D...

0

Age-Oldest Unassigned

115

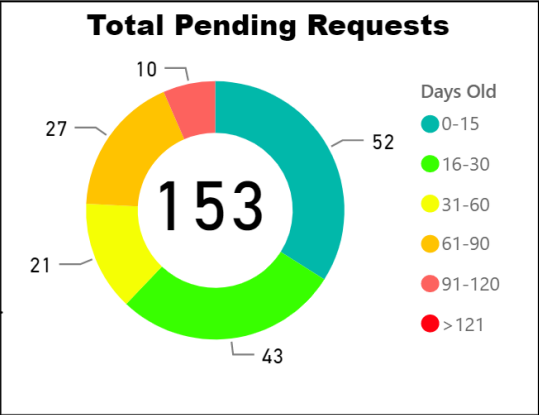
Age-Oldest Pending Draft

102

Age-Oldest Pending Tech

0

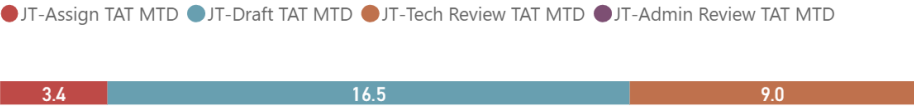
Age-Oldest Pending Admin



Overall TAT  
(Month to Date)
28.9✓
Goal: 30, 31

Overall TAT  
(Past 90 Days)
32.9!
Goal: 30, 31

TAT by Phase of Work (MTD)



TAT by Phase of Work (Past 90 Days)



Open Quality Reports

Qualtrax ID	Workflow #	Age
44840	2019-039	142
49241	2019-077	78
51462	2019-073	48
51819	2019-078	42
52732	2019-084	27
53005	2019-085	23
53886	2019-087	10

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

Quality TAT

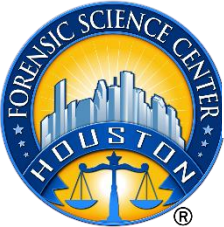
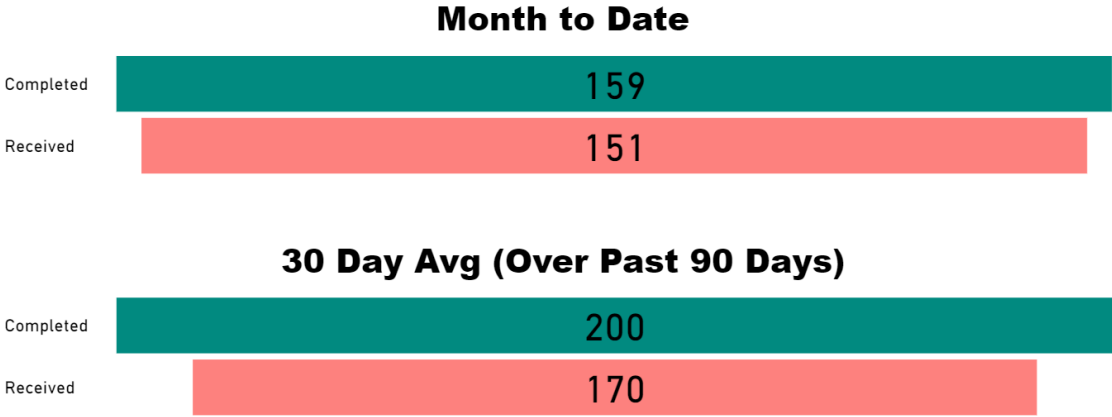
46!

Goal: 30, 31

Avg Age of Open Reports\*

53

Quality Filter
Crime Scene



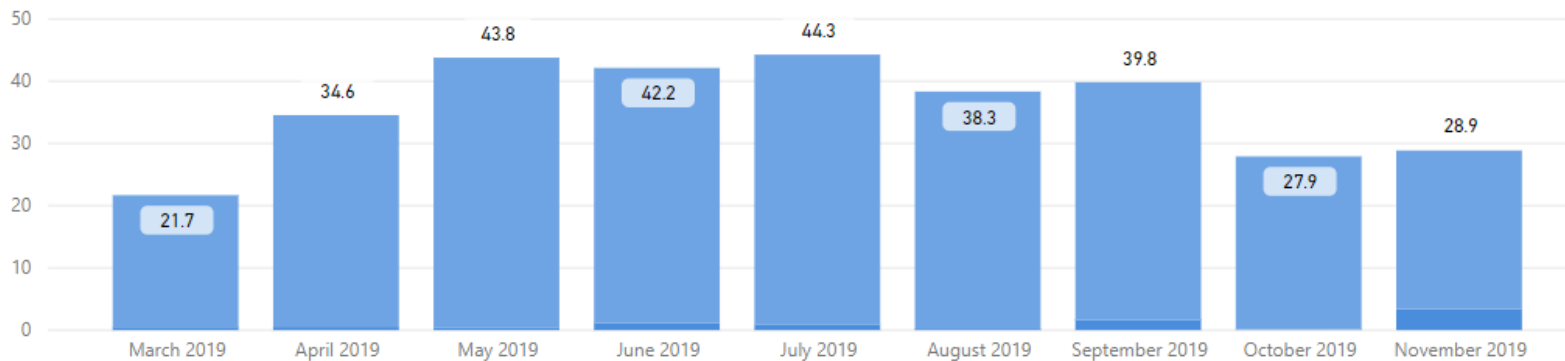
## Date Range

3/1/2019

11/30/2019

## Total TAT by Month

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



## Request Type

CSU Response

Priority Type

All

## Selected Time Frame Averages

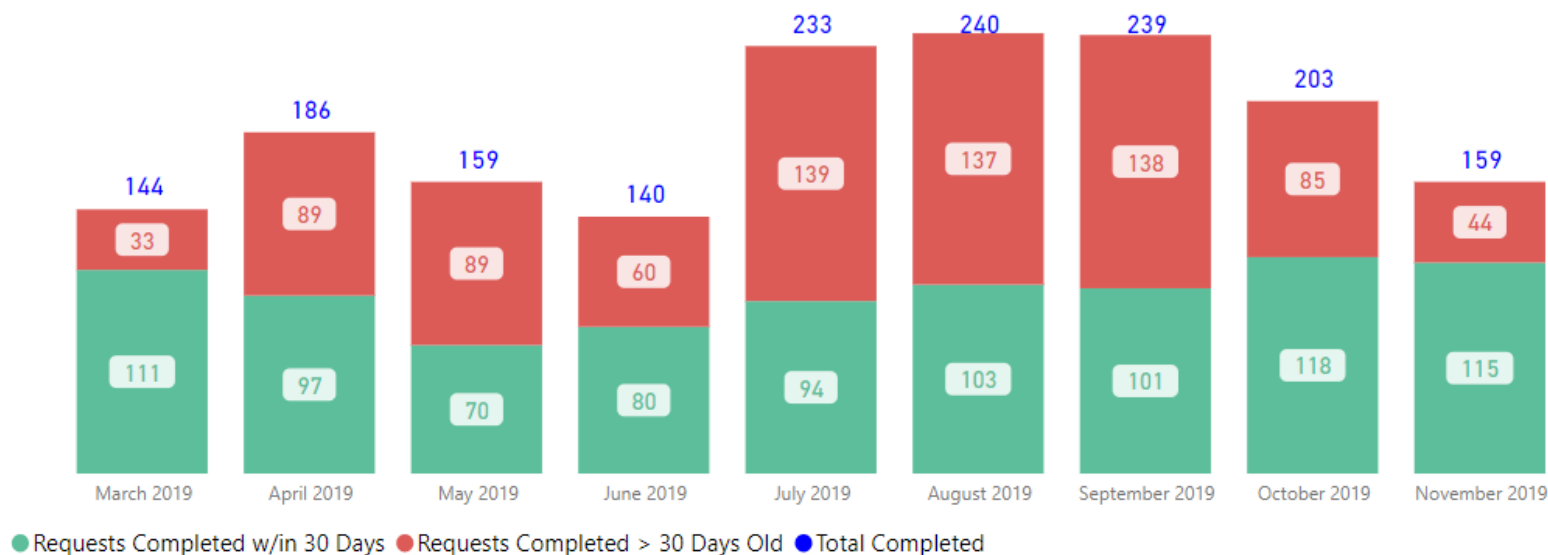
36.24

Total TAT (Rec'd-Compl.) Avg

35.29

Assigned TAT (Asgmt.-Compl.) Avg

## Requests Completed



## Received to Complete

1703

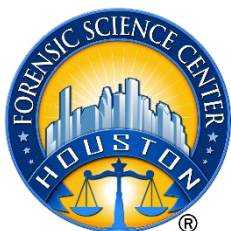
Requests Completed

814

Requests Completed > 30 Days Old

47.80 %

% Completed > 30 Days Old



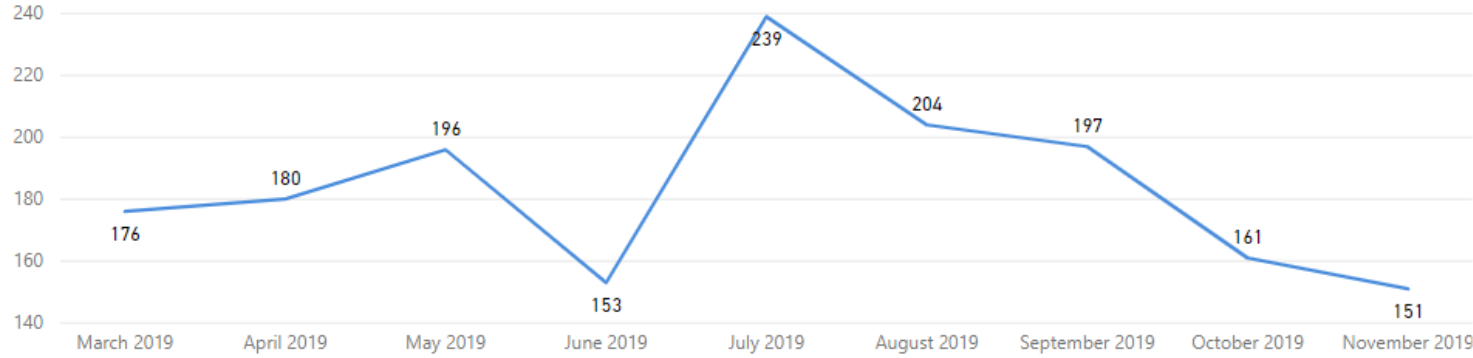
Requests more than 30 days old are considered to be backlogged requests

Service  Priority Type



**Received Filter**

### Received by Month



### Total Received

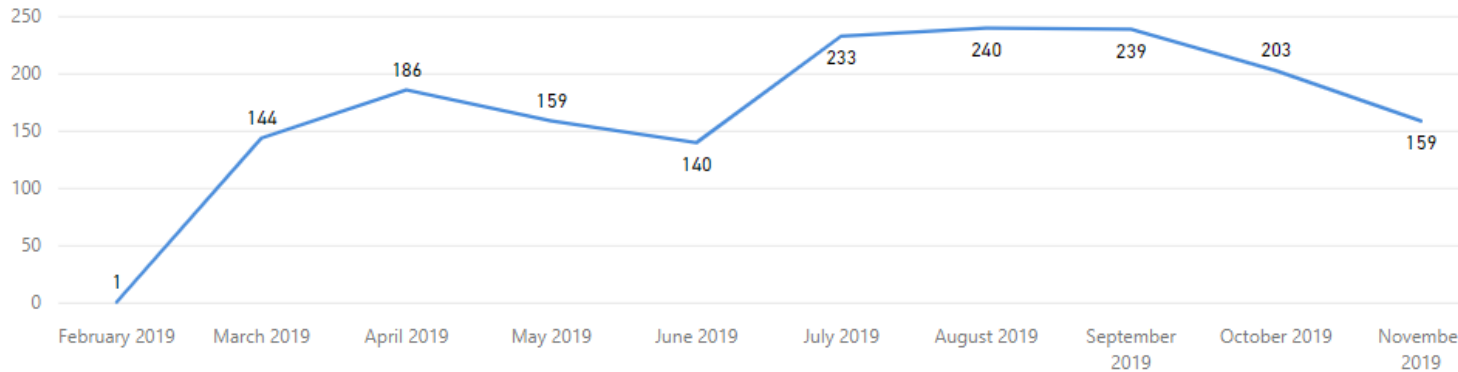
1,657

### Received per Month (Avg)\*

184

**Completed Filter**

### Completed by Month



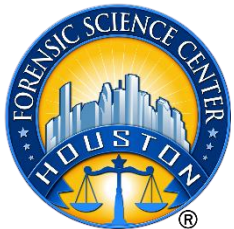
### Total Completed

1,704

### Completed per Month (Avg)\*

170

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

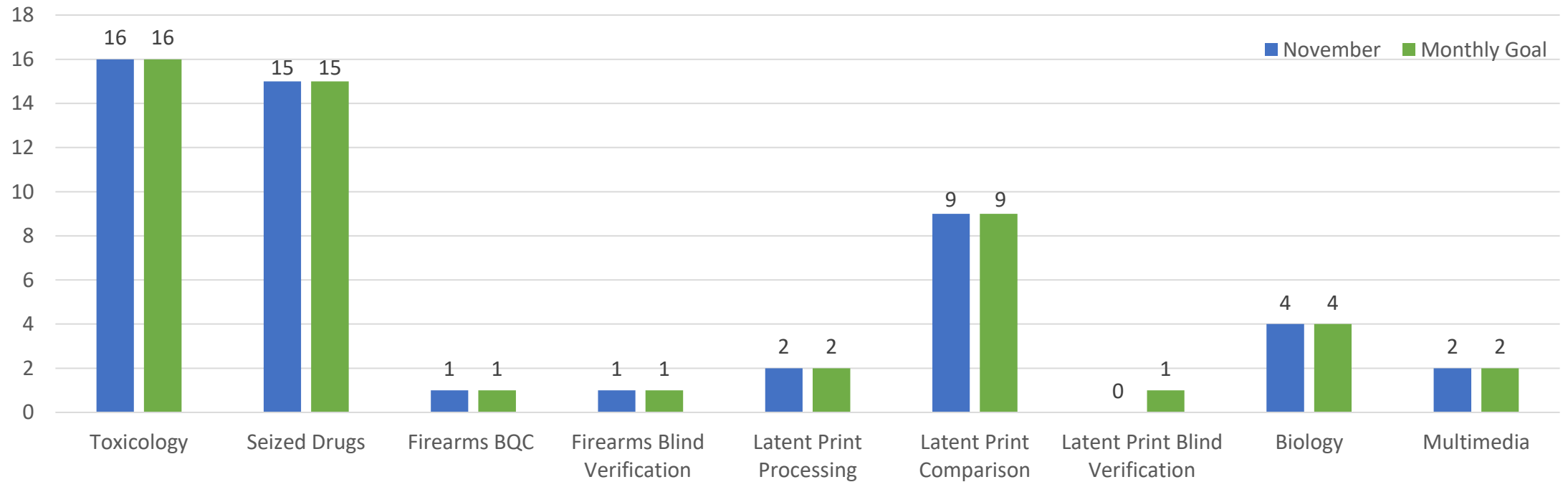


# Quality Division Report

## December 13, 2019



# BQCs Submitted in November



# Blind Quality: Accomplishments and Challenges

Forensic Discipline	Cases Completed in November
Toxicology – BAC	8
Seized Drugs	0
Biology	0 (DNA) 0 (screening)
Firearms – Blind Verification (BV)	0
Firearms	0
Latent Print Processing	0
Latent Print Comparison	6
Latent Print – Blind Verification (BV)	1
Multimedia	2





# Accreditation: Facility Assessment

Scheduling on-site premise assessment for new facility

- HFSC has been communicating with ANAB and TFSC throughout the move
- HFSC has provided necessary documentation to ANAB
- On-site visit expected in January
- Assessment will focus on calibrations, performance checks and security



# 2019 Testimony Data

- 55 analysts have testified this year
- 49 of 55 have been monitored
  - 1 analyst monitored by a non-technical expert – section management requested transcript to be evaluated by a technical expert
  - 5 testified for work done prior to HFSC employment – no monitoring needed
- Transcript review project
  - 10 transcripts requested in November



# Detailed Data



# 2019 Proficiency Testing

Discipline		Tests in Progress	Tests Completed	Comments
Seized Drugs		7	8	
Toxicology		7	7	
Firearms		4	19	
Crime Scene		22	1	
Latent Prints		11	7	
Multimedia	Audio/Video	7	-	
	Digital	4	-	
Forensic Biology		23	20	



# Quality Division Notifications

Incidents, Corrective and Preventive Actions

Wednesday, December 4, 2019

7:44:48 AM

Page 1 of 1

Quality Notified	Summary of Notification	Comments
<b>Crime Scene</b>		
2019-087 IR	11/14/2019	A Crime Scene Investigator (CSI) did not label bullet defects on the interior of a vehicle door while processing a vehicle at the Vehicle Examination Building (VEB) due to a misinterpretation of the CSU SOP.
<b>Firearms</b>		
2019-086 IR	11/1/2019	While preparing to relocate to 500 Jefferson, a Firearms staff member found a slide for a 22 LR American Arms Inc. model PX22 semiautomatic pistol in a desk drawer. There is no incident or forensic case number on the package or the item, nor any unique identifier (i.e. serial number) on the slide. The section manager contacted the Houston Police Department (HPD) and had the item submitted to the property room as found evidence.
2019-PAR5 PAR	11/14/2019	The goal of this preventive action is to develop a uniform process for responding to complex (i.e. multidisciplinary) requests for records.
<b>Forensic Multimedia Unit</b>		
2019-088 IR	11/18/2019	An amended report was issued in order incorporate the results for one item (item 004), however the amended report statement did not contain a reference to the original report as is required by the Quality Manual.

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.

