



Houston Forensic Science Center

INTEROFFICE MEMO

To: Valerie L. Coronado, M.S. – Forensic Analyst

From: Melissa Lloyd, D-ABFT-FT – Toxicology Supervisor

cc: Dayong Lee, Ph.D., F-ABFT – Toxicology Manager
Lori Wilson, B.S. ASQ CQA – Quality Director

Date: September 26, 2018

Re: Authorization of Alcohol Casework

This memo authorizes Ms. Coronado to perform alcohol analysis and write case reports in the Toxicology section using the following method:

- Analysis of Alcohol and Other Volatiles by Headspace GC-FID

This is based upon her performance of

- 1) the sixteen training batches (ALC_20180703_VC, ALC_20180711_VC, ALC_20180716_VC, ALC_20180718_VC, ALC_20180720_VC, ALC_20180723_VC, ALC_20180726_VC, ALC_20180803_VC, ALC_20180808_VC, ALC_20180814_VC, ALC_20180817_VC, ALC_20180820_VC, ALC_20180824_VC, ALC_20180827_VC, ALC_20180829_VC, and ALC_20180831_VC),
- 2) the oral examination on September 13, 2018 regarding Alcohol Analysis by Headspace GC/FID as described in Section 7 of Training Manual v3.2,
- 3) the competency test on September 13, 2018, and
- 4) the mock trial on September 24, 2018.

Ms. Coronado's competency test included analysis of old proficiency test samples (2016-03138, 2016-16938, 2017-04268, 2017-17858, and 2018-02837). Her competency test also included two beverage samples, 2018-03779 Items 5 and 6. All results were acceptable, compared to the values obtained by other analysts (see detailed data maintained in the trainee's electronic file). Required and recommended readings associated with alcohol analysis in the Toxicology Training Manual v3.2 have been completed.

Ms. Coronado is authorized to use the equipment associated with the Analysis of Alcohol and Other Volatiles by Headspace GC-FID method. She is also authorized to use other equipment for the purposes of training and alcohol casework. This equipment includes, but not limited to: Agilent GC-MS, SPE

extraction equipment, centrifuge, Turbo-VAP, balances, vial crimpers, heat blocks, pipettes, Tecan Evo equipment, Agilent GC-FID, pH meter, Millipore Water System, chart recorders, and refrigerated storage units. In addition, she is authorized to use LIMS for tasks such as case research, evidence transfers, and report generation.

Ms. Coronado is authorized to provide opinions and interpretations pertaining to alcohol analysis.