



Houston Forensic Science Center

INTEROFFICE MEMO

To: Cassandra Duvall, M.S., Forensic Scientist – Toxicology

From: Dayong Lee, Ph.D., F-ABFT, Manager – Toxicology

cc: Quality Division

Date: May 6, 2022

Re: Authorization to perform technical review of LC-MS/MS analytical batches

This memo authorizes Ms. Duvall to conduct batch technical reviews (TRs) in the Toxicology section using the following methods:

- Amphetamines confirmation by liquid chromatography-tandem mass spectrometry (LC-MS/MS) [AMP]
- Benzodiazepines and zolpidem confirmation by LC-MS/MS [BNZ]
- Cannabinoids confirmation by LC-MS/MS [THC]
- Cocaine confirmation by LC-MS/MS [COC]
- Opioids confirmation by LC-MS/MS [OPI1 and OPI2]
- Phencyclidine confirmation by LC-MS/MS [PCP]

This authorization is based upon her successful completion of Section 18.3.2. of the Toxicology Section Training Manual v.3.7, including:

- 1) observing TR of batches BNZ_20211209B_CD and THC_20211209B_EC conducted by qualified analysts; and
- 2) the evaluation of preliminary TRs conducted by her on the following casework batches generated by qualified analysts: COC_20211217B_EC, THC_20220106B_EC, BNZ_20220113B_EC, THC_20220131B_MH, BNZ_20220202B_EC, AMP_20220217B_EC, COC_20220303B_EC, PCP_20220307B_MH, THC_20220310B_EC, AMP_20220324B_EC, PCP_20220331B_EC, COC_20220404B_MH, THC_20220413B_EC, and OPI2_20220421B_EC.