



Houston Forensic Science Center

INTEROFFICE MEMO

To: Dana Mike, Forensic Scientist - Toxicology **Dana R. Mike** Digitally signed by Dana R. Mike
Date: 2022.11.02 14:37:29
-05'00'

From: Melissa Henry, D-ABFT-FT, Lead Forensic Scientist – Toxicology **Melissa Henry** Digitally signed by Melissa Henry
cn=Melissa Henry, o=Houston Forensic Science Center, ou=Toxicology, email=melhenry@hfdtc.gov, c=US
2022.11.02.09:41:59 -05'00'

cc: Corissa L. Rodgers, M.S., D-ABFT-FT, Supervisor – Toxicology **Corissa L. Rodgers, M.S.** Digitally signed by Corissa L. Rodgers, M.S.
Date: 2022.11.02 15:16:45 -05'00'

Dayong Lee, Ph.D, F-ABFT, Manager – Toxicology **Dayong Lee** Digitally signed by Dayong Lee
Date: 2022.11.08 15:34:33
-06'00'

Quality Division **Jackeline Moral** Digitally signed by Jackeline Moral
Date: 2022.11.09 07:58:25
-06'00'

Date: November 2, 2022

Re: Authorization to perform batch technical review of Drug Screen and Qualitative Confirmation by Gas Chromatography-Mass Spectrometry (GC-MS)

This memo authorizes Ms. Mike to conduct batch technical review (TR) in the Toxicology section using the following method:

- Drug screen and qualitative confirmation by GC-MS (BSD)

This authorization is based upon her successful completion of Section 18.3.2 of the Toxicology Section Training Manual v3.8, including:

1. observing TR of batch BSD_20220601U_DM conducted by a qualified analyst on June 8, 2022 and
2. the evaluation of preliminary TRs conducted by her on the following casework batches generated by qualified analysts: BSD_20220531B_VC, BSD_20220602U_ASG, BSD_20220720B_CLR, BSD_20220816_VC, BSD_20220913_ASG, and BSD_20220922_AAJ.