



Houston Forensic Science Center

INTEROFFICE MEMO

To: Dana R. Mike, B.S., Forensic Analyst - Toxicology

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

cc: Dayong Lee, Ph.D, F-ABFT, Manager – Toxicology
Quality Division

Date: October 21, 2021

Re: Authorizations of Drug Screen and Qualitative Confirmation and Carisoprodol/Meprobamate Confirmation by Gas Chromatography-Mass Spectrometry (GC-MS)

This memo authorizes Ms. Mike to perform GC-MS drug screening and confirmation analyses and to write test reports for casework in the Toxicology section using the following methods:

- Drug screen and qualitative confirmation by GC-MS (BSD)
- Carisoprodol/Meprobamate confirmation by GC-MS (CAR)

This authorization is based upon her successful completion of

1. Required readings on November 24, 2020 and study questions on December 7, 2020 as outlined in section 9; required readings on February 23, 2021 and study questions on June 25, 2021 as outlined in section 14; and applicable study questions on October 8, 2021 as outlined in section 20 of the Toxicology Training Manual v3.7;
2. Laboratory exercises completed on September 23, 2021 that included:
 - a. validation batches performed as part of the validation studies completed on October 8, 2021—BSD_20210507U_DM, BSD_20210520U_DM, BSD_20210611B_DM, BSD_20210702U_DM, BSD_20210721U_DM, BSD_20210804B_DM, BSD_20210825U_DM, and BSD_20210902U_DM;
 - b. training batches CAR_20210311B_DM, CAR_20210319B_DM, and CAR_20210401U_DM
 - c. observance of 5 qualitative BSD case reports and 5 positive case reports on August 26, 2021 and drafting of 5 qualitative BSD case reports and 5 positive case reports on September 23, 2021;
3. Competency test completed on October 15, 2021;
4. Oral examination on September 24, 2021; and
5. GC-MS Testimony Q & A session on September 29, 2021.

Ms. Mike's competency test included analysis of 5 blood samples fortified with drugs at different concentrations (request 002 in 2021-00177, 2021-00178, 2021-00179, 2021-00180, and 2021-00181) in the development Justice Trax system. Analysis of competency samples took place on September 16, 2021 before completion of drafting the practice case reports. This deviation was approved prior to the competency analysis and is acceptable

because drafting of the practice case reports had been completed before the competency case reports were written.

Ms. Mike has been authorized to use the equipment associated with the GC-MS analysis. This equipment includes but is not limited to: Agilent GC-MS, SPE extraction equipment, Turbo-VAP, balances, vial crimpers, pipettes, pH meter, and Millipore Water System.

Ms. Mike is authorized to provide opinions and interpretations pertaining to the GC-MS drug analyses.