



# Commission on Forensic Science

**December 13, 2024**

**Division of Criminal Justice Services**  
80 South Swan Street, Room 118, Albany, NY 12210

**Empire State Development Corporation**  
655 3<sup>rd</sup> Ave, 4<sup>th</sup> Floor Boardroom  
New York, NY 10017

**9:03 AM – 12:41 PM**

## **DRAFT MEETING MINUTES**

### **Commission Members in Attendance:**

Lt. Col. Nicholas Banbury  
Pasquale Buffolino, Ph.D.  
James Chithalen, Ph.D.<sup>1</sup>  
Lydia de Castro  
Steven Epstein, Esq.  
William Fitzpatrick, Esq.  
Jessica Goldthwaite, Esq.  
Michael Marciano, Ph.D.  
Erin Murphy, Esq.<sup>2</sup>  
Beverly Rauch  
Rossana Rosado  
Michelli Schmitz  
Ann Willey, Ph.D.

### **DCJS Staff in Attendance:**

Taylor Aaron  
Ricardo Cosme Ruiz  
Dean DeFruscio  
Colleen Glavin, Esq.  
Janine Kava  
Katherine Mayberry  
Shelley Palmer

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<sup>1</sup> Representative of Commission Member James V. McDonald, M.D.

<sup>2</sup> In accordance with a resolution and related procedures regarding the use of videoconferencing under extraordinary circumstances, which were adopted by the Commission on Forensic Science on June 9, 2023, and added to its bylaws, Erin Murphy participated by videoconferencing from a private location due to extraordinary circumstances.

Joseph Popcun  
 Brianna Robinson  
 Lindsey Rockwell  
 Matthew Schrantz, Esq.  
 Elizabeth Suparmanto

**Other Attendees:**

Bradley Adams – NYC OCME, Forensic Anthropology Unit  
 Jennifer Alois – NYS DCJS Latent Print Laboratory  
 Julia Becker – New York State Police Crime Laboratory  
 Jill Dooley, Ph.D. – New York State Police Crime Laboratory  
 Russell Gettig – New York State Police Crime Laboratory  
 Michael Jankowiak – New York State Police Crime Laboratory  
 Timothy Kupferschmid – NYC OCME, Department of Forensic Biology  
 Jennifer Lady – NYPD Latent Print Section  
 Thomas Leach – New York State Police Crime Laboratory  
 Andrea Lester – NYS DCJS Latent Print Laboratory  
 Kyra McKay – NYC OCME, Department of Forensic Biology  
 Craig O'Connor – NYC OCME, Department of Forensic Biology  
 Jennifer Odien – NYC OCME, Forensic Anthropology Unit  
 Julie Pizziketti – New York State Police Crime Laboratory  
 Meredith Rosenberg – NYC OCME, Department of Forensic Biology  
 Raymond Valerio – Office of the Queens County District Attorney  
 Tiffany Vasquez – NYC OCME, Department of Forensic Biology  
 Christian Westring – Niagara County Sheriff's Office Forensic Laboratory

*Approximate  
 video times*

Chair Rosado opened the meeting by introducing new member Lieutenant Colonel Nicholas Banbury, filling the role of representative of a law enforcement agency. Chair Rosado took a roll call as the members were in attendance in Albany, New York City, and virtually. A quorum was established with 11 voting members (Banbury, Buffolino, de Castro, Epstein, Fitzpatrick, Goldthwaite, Marciano, Rauch, Rosado, Schmitz, and Willey); one member participated from a private location due to extraordinary circumstances (Murphy<sup>3</sup>).

**Part 1**  
 00:00:00  
 00:02:15

Chair Rosado then requested a motion to approve the December 13, 2024, agenda. The motion to approve the agenda was made by Mr. Fitzpatrick, seconded by Ms. Schmitz, and approved unanimously with 12 votes.

00:02:18  
 00:02:46

Chair Rosado requested a motion to approve the minutes of the September 27, 2024, Commission meeting. The motion to approve the minutes was made by Mr. Epstein, seconded by Ms. Schmitz. The motion was approved with 11 votes (Buffolino, de Castro, Epstein, Fitzpatrick, Goldthwaite, Marciano, Murphy, Rauch, Rosado, Schmitz, and Willey) and 1 abstention (Banbury).

00:02:48  
 00:03:30

Ms. Palmer then requested a motion to enter Executive Session to discuss matters relating to a current investigation or matters that may lead to the appointment, promotion,

00:03:31  
 00:05:20

<sup>3</sup> See FN 2.

demotion, discipline, or suspension of a particular person. The motion was made by Ms. de Castro and seconded by Dr. Buffolino. The motion was approved with 9 votes (Banbury, Buffolino, de Castro, Fitzpatrick, Marciano, Rauch, Rosado, Schmitz, and Willey) and 3 opposed (Epstein, Goldthwaite, and Murphy). The Commission adjourned into Executive Session at 9:12 am.

*Approximate  
video times*

The Commission reconvened the open meeting at 10:15am and indicated that the Commission took no formal action during Executive Session. It was stated that the working group will continue their work and report back at the March 14, 2025, meeting. Chair Rosado requested that Ms. Palmer lead the accreditation and laboratory updates agenda item.

00:06:20  
00:06:45

Next, the Commission reviewed the Accreditation/Laboratory Updates. Matters regarding the following laboratories were considered: Erie County Medical Examiner's Office Forensic Toxicology Laboratory, Monroe County Office of the Medical Examiner Forensic Toxicology Laboratory, Nassau County Office of the Medical Examiner Division of Forensic Services, New York City OCME Department of Forensic Biology, New York City OCME Forensic Anthropology Unit, New York City Police Department Police Laboratory, New York State DCJS Latent Print Laboratory, Onondaga County Center for Forensic Sciences Laboratory, Westchester County Department of Laboratories and Research Division of Forensic Science, and Westchester County Department of Laboratories and Research Division of Forensic Toxicology. Representatives from the laboratories were available in person or via Webex to respond to members' questions. OFS will provide the Commission with an updated copy of the Report Standardization document once it is approved by NYCLAC.

00:06:46  
00:32:15

The Commission reviewed the final documentation from the ANAB reaccreditation assessment activity of the New York State DCJS Latent Print Laboratory. Ms. Schmitz made a motion to issue full renewal of the laboratory's New York State Accreditation for a period concurrent with their ANAB accreditation. Dr. Buffolino seconded the motion. The motion passed with 10 votes (Banbury, Buffolino, de Castro, Epstein, Fitzpatrick, Marciano, Rauch, Rosado, Schmitz, and Willey) and 2 abstentions (Goldthwaite and Murphy).

00:13:19  
00:25:40

The Commission reviewed the Onondaga County Center for Forensic Sciences Laboratory's re-assessment documentation and the binding recommendation of the DNA Subcommittee. Dr. Buffolino made a motion to accept the binding recommendation of the DNA Subcommittee and issue full renewal of the laboratory's New York State Accreditation for a period concurrent with their ANAB accreditation. Ms. Schmitz seconded the motion. The motion passed with 10 votes (Banbury, Buffolino, de Castro, Epstein, Fitzpatrick, Marciano, Rauch, Rosado, Schmitz, and Willey) and 2 abstentions (Goldthwaite and Murphy).

00:25:41  
00:30:14

The Commission reviewed the Westchester County Department of Laboratories and Research Division of Forensic Science's re-assessment documentation and the binding recommendation of the DNA Subcommittee. Ms. Schmitz made a motion to accept the binding recommendation of the DNA Subcommittee and issue full renewal of the laboratory's New York State Accreditation for a period concurrent with their ANAB accreditation. Dr. Buffolino seconded the motion. The motion passed with 9 votes (Banbury, Buffolino, Epstein, Fitzpatrick, Marciano, Rauch, Rosado, Schmitz, and Willey) and 3 abstentions (de Castro, Goldthwaite, and Murphy).

00:30:16  
00:31:45

The next agenda item was Old Business. Ms. Palmer gave a verbal update on the Familial Search Policy.

00:32:16  
00:33:25

Ms. Palmer stated the Biology TWG chair was present at the November 15, 2024, DNA Subcommittee meeting to provide additional discussion regarding the NIST Interagency Report *Forensic DNA Interpretation and Human Factors: Improving Practice Through a Systems Approach*. Ms. Goldthwaite made a motion to request the DNA Subcommittee provide to the Commission a position statement on the NIST Interagency Report. The motion was seconded by Dr. Willey and was approved unanimously with 12 votes.

00:33:30  
00:39:17

Additionally, Ms. Palmer stated that the New York State Police Crime Laboratory provided a closeout regarding the Firearms casework and testimony request made by the Commission at its' June 14, 2024, meeting.

00:39:19  
00:39:56

The Commission then reviewed laboratory disclosures from the Erie County Central Police Services Forensic Laboratory, Erie County Medical Examiner's Office Forensic Toxicology Laboratory, Monroe County Crime Laboratory, Monroe County Office of the Medical Examiner Forensic Toxicology Laboratory, Nassau County Office of the Medical Examiner Division of Forensic Toxicology, New York City OCME Department of Forensic Biology, New York City Police Department Latent Print Section, New York State Police Crime Laboratory, Westchester County Department of Laboratories and Research Division of Forensic Science, Westchester County Department of Laboratories and Research Division of Forensic Toxicology, and Westchester County Department of Public Safety Crime Laboratory were reviewed. Representatives from the laboratories were available in person or via Webex to respond to members' questions.

Part 1  
00:40:17  
00:46:53

Part 2  
0:00:00  
01:39:36

Dr. Marciano requested an overview of which laboratories in the state are either informally or formally adhering to OSAC standards. Ms. Schmitz stated she will gather information from NYCLAC and provide a verbal update at the March 14, 2025, Commission meeting. Mr. Epstein requested a comparison be performed of the New York State Department of Health forensic identity standards for privately operated New York State laboratories and standards for public laboratories. This comparison will be performed by OFS and presented at the March 14, 2025 meeting.

01:39:40  
01:45:25

Chair Rosado stated that the next meeting of the Commission will take place on March 14, 2025. Mr. Epstein made a motion to adjourn the meeting, seconded by Ms. de Castro and approved unanimously.

01:45:30  
01:46:05

### **Note:**

***Videos of the open meeting are available on YouTube.***



**Erie County Medical Examiner Office  
Forensic Toxicology Laboratory**

501 Kensington Avenue  
Buffalo, New York 14214

**Memo**

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**To:** DCJS, ANAB  
**cc:** Janinne Blank Division Director, Colleen Corcoran Quality Assurance Specialist, Caitlin Johnson, Toxicologist III/Technical Leader  
**From:** Melissa Boler, MS Chief County Toxicologist  
**Date:** 02/03/2025  
**Re:** Temporary Management Change Final Update

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Effective 02/03/2025, I have returned from medical leave and will resume role of Chief County Toxicologist for Erie County Medical Examiner Office-Toxicology Laboratory. Moving forward please be sure all appropriate emails are sent to me.

**Signature:** \_\_\_\_\_ **Date:** 2/3/2025  
**Printed Name:** Melissa Boler

**From:** [Kupferschmid, Timothy \(OCME\)](#)  
**To:** [dcjs.sm.forensiclabs](#); [Palmer, Shelley \(DCJS\)](#); [Caprice Fowler \(qualitymatters@anab.org\)](#); [Jill Spriggs \(jspriggs@anab.org\)](#)  
**Cc:** [Kupferschmid, Timothy \(OCME\)](#); [McKay, Kyra \(OCME\)](#); [Rosenberg, Meredith \(OCME\)](#); [O'Connor, Craig \(OCME\)](#)  
**Subject:** Notification  
**Date:** Friday, January 31, 2025 2:56:25 PM

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*ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.*

I hope this message finds you well.

I find myself feeling both bittersweet and grateful as I inform you of my decision to step down from my roles as Chief of Laboratories and Director of Forensic Biology at the NYC Office of Chief Medical Examiner. My last working day will be February 21, 2025. I am leaving to take a leadership position in the private sector.

Serving the City of New York and its criminal justice system has been the most rewarding chapter of my career, but after more than a decade in this demanding and gratifying role, it is time for me to turn a new page. Over the past twelve years, I have had the honor and pleasure of working alongside some of the most dedicated and talented professionals in the field. Together, we have made significant advances in forensic science, continually striving for excellence and justice.

I am deeply grateful for the support, collaboration, and trust that you have extended to me throughout my tenure. This journey has not only been professionally fulfilling but also personally enriching, as we have navigated challenges and celebrated successes together.

Thank you for allowing me to contribute in my small way to the noble cause of serving impartial justice and protecting our community. I look forward to seeing the continued growth and success of the NYC Office of Chief Medical Examiner and the forensic science community.

The selection of an interim director is still pending. I will update everyone once the decision has been made.

Please feel free to reach out to me if you have any questions or if I can assist in any way during this transition period.

Respectfully yours,

**Timothy D. Kupferschmid, MBA, MFS**

Chief of Laboratories

City of New York

Office of Chief Medical Examiner

Tel: 212-323-1300

Mobile: 646-210-1855

Email [tkupferschmid@ocme.nyc.gov](mailto:tkupferschmid@ocme.nyc.gov)

Web: [www.nyc.gov/ocme](http://www.nyc.gov/ocme)

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**NYC**  
**Office of Chief  
Medical Examiner**

**Kyra McKay, Quality Assurance Manager**  
Department of Forensic Biology  
Charles S. Hirsch Center for Forensic Sciences  
421 East 26<sup>th</sup> Street, New York, New York 10016  
Telephone: 212-323-1255  
Email: [kmckay@ocme.nyc.gov](mailto:kmckay@ocme.nyc.gov)  
Official Website: [www.nyc.gov/ocme](http://www.nyc.gov/ocme)

February 24, 2025

Rossana Rosado, Commissioner  
Division of Criminal Justice Services  
Alfred E. Smith Office Building  
80 South Swan Street  
Albany, NY 12210  
Via [Rossana.Rosado@dcjs.ny.gov](mailto:Rossana.Rosado@dcjs.ny.gov)



Dear Commissioner Rosado:

I am writing to inform the New York State Commission on Forensic Science that First Deputy Chief Medical Examiner Dr. Michele Slone will serve as the interim Director of Forensic Biology while the interview process continues to replace former Director Timothy Kupferschmid.

Thank you very much.

Sincerely,



Kyra McKay, MA

cc. Shelley Palmer, Director, DCJS Office of Forensic Services  
[forensiclabs@dcjs.ny.gov](mailto:forensiclabs@dcjs.ny.gov)  
Jill Spriggs, ANAB Senior Accreditation Manager  
[jspriggs@anab.org](mailto:jspriggs@anab.org)  
[anab@anab.org](http://anab.org), ANSI National Accreditation Board (ANAB)





**NYC**  
**Office of Chief  
Medical Examiner**

**Dr Gail Cooper, Director of Forensic Toxicology**

Department of Forensic Toxicology  
520 First Avenue, New York NY 10016

**Telephone:** 212-447-2642 **Fax:** 212-447-6062

Email: [gcooper@ocme.nyc.gov](mailto:gcooper@ocme.nyc.gov)

Official Website: [www.nyc.gov/ocme](http://www.nyc.gov/ocme)



Rossana Rosado  
Chair, New York State Commission on Forensic Science  
Executive Deputy Commissioner, New York State Division of Criminal Justice Services  
Alfred E. Smith Building  
80 South Swan St.  
Albany, New York 12210

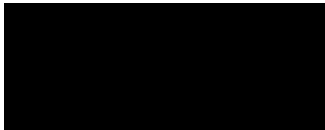
February 10, 2025

Dear Ms. Rosado,

I am writing to inform the New York State Commission on Forensic Science that Dr. Damon Borg, has joined the Department of Forensic Toxicology as an Assistant Director of Forensic Toxicology at the New York City Office of Chief Medical Examiner, effective today, Monday February 10<sup>th</sup>, 2025.

I attach a copy of his curriculum vitae for your reference.

Yours Sincerely,



**Dr Gail Cooper BSc MSc PhD CChem FRSC FHEA**

Director of Forensic Toxicology



**NYC**  
**Office of Chief  
Medical Examiner**

**Dr Gail Cooper, Director of Forensic Toxicology**

Department of Forensic Toxicology  
520 First Avenue, New York NY 10016

**Telephone:** 212-447-2642 **Fax:** 212-447-6062

Email: [gcooper@ocme.nyc.gov](mailto:gcooper@ocme.nyc.gov)

Official Website: [www.nyc.gov/ocme](http://www.nyc.gov/ocme)

Rossana Rosado  
Chair, New York State Commission on Forensic Science  
Executive Deputy Commissioner, New York State Division of Criminal Justice Services  
Alfred E. Smith Building  
80 South Swan St.  
Albany, New York 12210

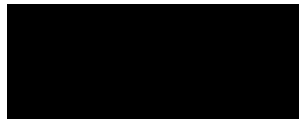
February 18, 2025

Dear Ms. Rosado,

I am writing to inform the New York State Commission on Forensic Science that Assistant Director and Quality Manager, Elba Arango is currently on maternity leave until June 2025. Assistant Director and Deputy Quality Manager, Reinaldo Fonseca will be the main point of contact regarding quality issues effective, Monday January 27<sup>th</sup>, 2025.

As the Deputy Quality Manager, and in accordance with our standard operating procedure, Mr. Fonseca will continue in his role as deputy and in the absence of the Quality Manager, will continue to approve all changes and improvements to our quality management system. He will be supported by myself and our two additional Assistant Directors, Dr. Justine Sorrentino and Dr. Damon Borg.

Yours Sincerely,



**Dr Gail Cooper BSc MSc PhD CChem FRSC FHEA**

Director of Forensic Toxicology



January 28, 2025

Dr. Bradley Adams  
New York City Office of Chief Medical Examiner  
Forensic Anthropology Unit  
520 1st Avenue  
New York, NY 10016

Dear Dr. Adams,

Congratulations! On January 24, 2025, ANAB made the decision to maintain your organization's accreditation in the Field of Forensic Inspection. ANAB is satisfied that your organization meets or exceeds accreditation requirements, including the requirements of your own documented management system.

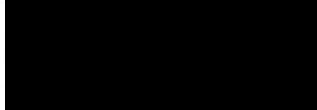
The report was provided to you during the assessment activity.

The provided ANAB accreditation symbol ([Inspection](#)) may be used to convey your accredited status. An accreditation symbol must not be used in any way which implies accreditation in any area outside of the scope of accreditation. If appropriate, the accreditation symbol may be used on your organization's website, reports, letterhead, business cards, and other official documents. Please refer to [PR 1018 Policy on Use of ANAB Accreditation Symbols and Claims of Accreditation Status](#) for all required information. This policy also provides information on your ability to use a combined mark that contains the ANAB accreditation symbol and the International Laboratory Accreditation Cooperation (ILAC) mark.

The next assessment activity is a Surveillance Assessment without Witnessing scheduled for November 2025.

Thank you for your ongoing commitment to quality and the accreditation process.

Sincerely,



Chris Hamburg  
Senior Manager of Accreditation  
ANSI National Accreditation Board

cc: Dr. Jennifer Odien, Laboratory Quality Manager  
ANAB Office

## dcjs.sm.forensiclabs

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**From:** QualityMatters <qualitymatters@anab.org>  
**Sent:** Wednesday, February 12, 2025 12:44 PM  
**To:** OSHEA, STEPHANIE  
**Cc:** dcjs.sm.forensiclabs; ONEILL, SCOTT; SUCKOW, JEFFREY  
**Subject:** RE: NYPD Police Laboratory- Notification of Personnel Change

*ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.*

Hello Stephanie,

Thank you for the notification.

Warm regards,

*Mary*

**Mary Kiella | ANAB  
Coordinator, Operations**

ANSI National Accreditation Board  
D.C. | Fort Wayne  
Tel: 414.501.5364 | [mkiella@anab.org](mailto:mkiella@anab.org)  
[www.anab.org](http://www.anab.org)

ANAB Training - <https://anab.ansi.org/training/>

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**From:** OSHEA, STEPHANIE <STEPHANIE.OSHEA@nypd.org>  
**Sent:** Monday, February 10, 2025 1:31 PM  
**To:** QualityMatters <qualitymatters@anab.org>  
**Cc:** dcjs.sm.forensiclabs <dcjsforensiclabs@dcjs.ny.gov>; ONEILL, SCOTT <SCOTT.ONEILL@nypd.org>; SUCKOW, JEFFREY <JEFFREY.SUCKOW@nypd.org>  
**Subject:** [EXTERNAL] NYPD Police Laboratory- Notification of Personnel Change

Good afternoon,

This email is to inform you that the Police Laboratory has a new commanding officer for the Firearms Analysis Section, Lt. Matthew Glynn.

**Stephanie O'Shea**  
**Quality Assurance Manager**  
**NYPD Police Laboratory**  
**Office Phone: (718) 558-8729**  
**Department Cell: (929) 920-4186**

*This e-mail is for informational purposes only and does not constitute an official report. Any specific questions should be directed to the examiner who conducted the analysis.*

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February 6, 2025

Jill Dooley  
New York State Police Crime Laboratory  
1220 Washington Avenue, Bldg #30  
Albany, NY 12226

Dear Director Dooley,

Congratulations! On February 5, 2025, ANAB made the decision to maintain your organization's accreditation in the Field of Forensic Testing. ANAB is satisfied that your organization meets or exceeds accreditation requirements, including the requirements of your own documented management system.

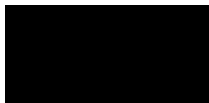
The report was provided to you during the assessment activity.

The provided ANAB accreditation symbol ([Testing](#)) may be used to convey your accredited status. An accreditation symbol must not be used in any way which implies accreditation in any area outside of the scope of accreditation. If appropriate, the accreditation symbol may be used on your organization's website, reports, letterhead, business cards, and other official documents. Please refer to [PR 1018 Policy on Use of ANAB Accreditation Symbols and Claims of Accreditation Status](#) for all required information. This policy also provides information on your ability to use a combined mark that contains the ANAB accreditation symbol and the International Laboratory Accreditation Cooperation (ILAC) mark.

The next assessment activity is a Reassessment scheduled to occur in January 2026.

Thank you for your ongoing commitment to quality and the accreditation process.

Sincerely,



Janet M. Girten  
Senior Manager of Accreditation  
ANSI National Accreditation Board

cc: Julia Becker, Director of Quality Assurance  
New York DCJS  
ANAB Office



**ANSI National Accreditation Board**

**SCOPE OF ACCREDITATION TO:  
ISO/IEC 17025:2017  
Accreditation Requirements for Forensic Testing and Calibration:2023  
FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2020  
FBI Quality Assurance Standards for DNA Databasing Laboratories:2020**

**New York State Police Crime Laboratory**  
(see locations listed below)

**FORENSIC TESTING**

ISO/IEC 17025 Accreditation Granted: 21 June 2008

Certificate Number: FT-0025      Certificate Expiry Date: 31 May 2026

**Forensic Investigation Center**  
1220 Washington Avenue  
Albany, New York 12226 USA

<b>Discipline: Biology</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
DNA Profile Determination	Short Tandem Repeat (STR) Y-Short Tandem Repeat (Y-STR)	Capillary Electrophoresis
DNA Profile Determination (Database Samples)	Short Tandem Repeat (STR) Y-Short Tandem Repeat (Y-STR)	Capillary Electrophoresis
Individual Characteristic Database	DNA Profile	National DNA Index System (NDIS)
Physical Comparison	DNA Profile	Software Program
Qualitative Determination	Body Fluid Epithelial Cell	Chemical Fluorescence Spectroscopy General Microscopy Immunoassay

<b>Discipline: Fire Debris and Explosives</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Qualitative Determination	Fire Debris	Gas Chromatography Mass Spectrometry

<b>Discipline: Firearms and Toolmarks</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Function Evaluation	Firearm	Measuring Equipment
Individual Characteristic Database	Ammunition	National Integrated Ballistic Information Network (NIBIN)
Physical Comparison	Ammunition	General Microscopy Measuring Equipment Software Program Visual
Qualitative Determination	Ammunition Firearm Metal	Chemical General Microscopy Measuring Equipment Reference Collection
Serial Number Restoration	Physical Item	Chemical General Microscopy Magnetic Visual

<b>Discipline: Friction Ridge</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Enhancement	Ridge Detail	Chemical Physical Software Program
Individual Characteristic Database	Ridge Detail	Next Generation Identification System (NGI)
Physical Comparison	Ridge Detail	Software Program Visual
Physical Comparison (Tenprint)	Ridge Detail	Software Program Visual

<b>Discipline: Materials (Trace)</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Qualitative Determination	Hair	General Microscopy



<b>Discipline: Seized Drugs</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Qualitative Determination	Botanical Liquid Solid	Chemical Gas Chromatography General Microscopy Infrared Spectroscopy Liquid Chromatography Mass Spectrometry Raman Spectroscopy Thin-Layer Chromatography Ultraviolet Spectroscopy Visual
Quantitative Measurement	Botanical Liquid Solid	Gas Chromatography Liquid Chromatography Ultraviolet Spectroscopy
Volume Measurement	Liquid	Volumetric Glassware
Weight Measurement	Botanical Liquid Solid	Balance

<b>Discipline: Toxicology</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Qualitative Determination	Ante-Mortem Biological Item Post-Mortem Biological Item	Gas Chromatography Immunoassay Liquid Chromatography Mass Spectrometry
Qualitative Determination (Volatiles)	Ante-Mortem Biological Item Post-Mortem Biological Item	Gas Chromatography Mass Spectrometry
Quantitative Measurement	Ante-Mortem Biological Item Post-Mortem Biological Item	Gas Chromatography Liquid Chromatography Mass Spectrometry
Quantitative Measurement (Volatiles)	Ante-Mortem Biological Item Post-Mortem Biological Item	Gas Chromatography

**Mid-Hudson Satellite Crime Laboratory**  
224 Breunig Road  
New Windsor, New York 12553 USA

<b>Discipline: Seized Drugs</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Qualitative Determination	Botanical Liquid Solid	Chemical Gas Chromatography General Microscopy

		Infrared Spectroscopy Liquid Chromatography Mass Spectrometry Raman Spectroscopy Thin-Layer Chromatography Ultraviolet Spectroscopy Visual
Quantitative Measurement	Botanical Liquid Solid	Gas Chromatography Liquid Chromatography Ultraviolet Spectroscopy
Volume Measurement	Liquid	Volumetric Glassware
Weight Measurement	Botanical Liquid Solid	Balance

**Southern Tier Satellite Crime Laboratory**

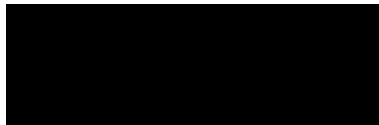
44 Park Street  
Port Crane, New York 13833 USA

<b>Discipline: Seized Drugs</b>		
<b>Component/Parameter</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Qualitative Determination	Botanical Liquid Solid	Chemical Gas Chromatography General Microscopy Infrared Spectroscopy Liquid Chromatography Mass Spectrometry Raman Spectroscopy Thin-Layer Chromatography Ultraviolet Spectroscopy Visual
Quantitative Measurement	Botanical Liquid Solid	Gas Chromatography Liquid Chromatography Ultraviolet Spectroscopy
Volume Measurement	Liquid	Volumetric Glassware
Weight Measurement	Botanical Liquid Solid	Balance

Western Satellite Crime Laboratory  
 722 Homer Street  
 Olean, New York 14760 USA

Discipline: Seized Drugs		
Component/Parameter	Item	Key Equipment/Technology
Qualitative Determination	Botanical Liquid Solid	Chemical Gas Chromatography General Microscopy Infrared Spectroscopy Liquid Chromatography Mass Spectrometry Raman Spectroscopy Thin-Layer Chromatography Ultraviolet Spectroscopy Visual
Quantitative Measurement	Botanical Liquid Solid	Gas Chromatography Liquid Chromatography Ultraviolet Spectroscopy
Volume Measurement	Liquid	Balance Volumetric Glassware
Weight Measurement	Botanical Liquid Solid	Balance

When published on a forensic service provider's Scope of Accreditation, ANAB has confirmed the competence required to develop and validate methods and perform on-going quality assurance for accredited activities. For a listed component/parameter, the forensic service provider may add or modify methods for activities without formal notice to ANAB for items and key equipment/technology listed. Contact the forensic service provider for information on the method utilized for accredited work.



Pamela L. Sale  
 Vice President, Forensics



Division of Criminal  
Justice Services

RECEIVED

2/3/25

Office of Forensic Services



## **New York State Police - Crime Laboratory**

2025 - 17025T - Surveillance Document Review

Prepared by Pamela Mikulcik

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Data collected on 2025-01-01

ANSI National Accreditation Board

United States

## Description

This assessment report summarizes the outcome of the recent accreditation activity. A separate document, the assessment plan, provides information on the type of activity (*e.g.*, reassessment, surveillance activity, scope extension), the date(s) of the activity, the assessment team members, the requirement documents and refers to the scope of the discipline(s) assessed for each location. The assessment plan, together with this report, provide a complete picture of the accreditation activity.

The ANSI National Accreditation Board (ANAB) evaluated the competence of the laboratory and conformance with all applicable accreditation requirements for the scope of accreditation referenced in the assessment plan. Objective evidence of implementation was assessed. The results of an assessment activity are based on a sample of records, locations, and personnel that were available at the time of the activity. Witnessing is an additional technique used in most activities.

### REQUIREMENTS:

ISO/IEC 17025:2017 General requirements for the competence of testing and calibration laboratories & ANAB Accreditation Requirements for Forensic Testing and Calibration (AR 3125) evaluated over the accreditation cycle are summarized in the following broad categories:

General requirements related to the laboratory's commitment to impartiality and confidentiality in its activities.

Structural requirements related to the range of activities, management structure, the authority, roles and responsibilities of personnel. Documented procedures which ensure a consistent application of activities and the validity of results.

Resource requirements related to the impartiality of personnel. Requirements for a training program, competency testing, authorizations, and ongoing monitoring to ensure the competence of personnel. Facility and security suitability for activities. Records and procedures for equipment to ensure proper functioning and where applicable, establishment of metrological traceability. Requirements for externally provided products and services.

Process requirements related to the handling of test and calibration items in a manner to maintain the integrity of the item. Requirements for chain-of-custody of items to be tested and appropriate methods and procedures. Ensuring the required performance of the methods along with monitoring the validity of the results. Requirements to ensure results are supported by sufficient technical records and are reported accurately, clearly, unambiguously, and objectively. Procedures for nonconforming work and a documented process for handling complaints. Requirements related to the laboratory information management system protection and integrity of data and information.

Management system requirements related to policies and objectives appropriate for the scope of activities. Requirements to control internal and external documents and records. Requirements to address risks and opportunities and timely, well-documented corrective actions. Requirements for an internal audit program and management reviews.

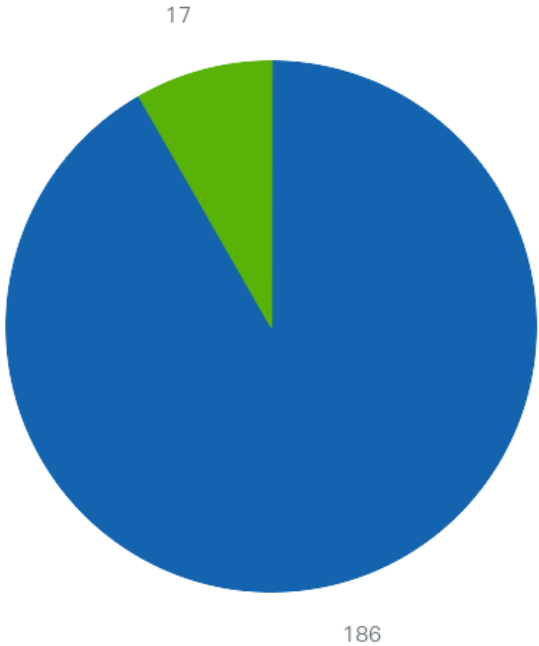
The accreditation activity also evaluates the laboratory's conformance with their own management system requirements.

### ASSESSMENT RESULT:

Based on the assessment techniques and a sample of the objective evidence reviewed during the assessment activity, the assessment team found that the laboratory demonstrated competence to operate a management system that fulfills all applicable accreditation requirements, including those specified within their management system.

Any opportunities for improvement or nonconformities identified during this assessment activity are noted below. All nonconformities will be resolved prior to an accreditation decision by ANAB and a summary provided in a subsequent assessment activity report.

# Summary of Comments



# Audit Comments

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**From:** BECKER, JULIA (TROOPERS)  
**Sent:** Tuesday, February 25, 2025 10:42 AM  
**To:** dcjs.sm.forensiclabs  
**Cc:** troopers.sm.q.assure; DOOLEY, JILL M (TROOPERS); PIZZIKETTI, JULIE (TROOPERS); HURBANEK, NICHOLE (TROOPERS)  
**Subject:** NYSP Crime Lab - changes to staff responsibilities

Good morning,

Please note the below changes and respective effective dates:

Effective 2/20/2025, Allison Sage replaced Kerri Sage as the State CODIS Administrator.

Effective 2/24/2025, Jamie Belrose replaced Russell Getting as the Bioscience Casework Technical Leader.

Please reach out if you need anything further.

Thank you,

**Julia Becker**

Director of Quality Assurance  
(518) 457-6406 | [julia.becker@troopers.ny.gov](mailto:julia.becker@troopers.ny.gov)

**New York State Police Forensic Investigation Center**

1220 Washington Ave, Bldg 30, Albany, NY 12226  
[www.troopers.ny.gov](http://www.troopers.ny.gov)

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**Niagara County Sheriff's Office - Forensic Laboratory**

2025 - 17025T - Surveillance Assessment & Surveillance Document Review

Prepared by Stewart Raley

Lead Assessor

Data collected on 2025-02-24

ANSI National Accreditation Board

United States



## Description

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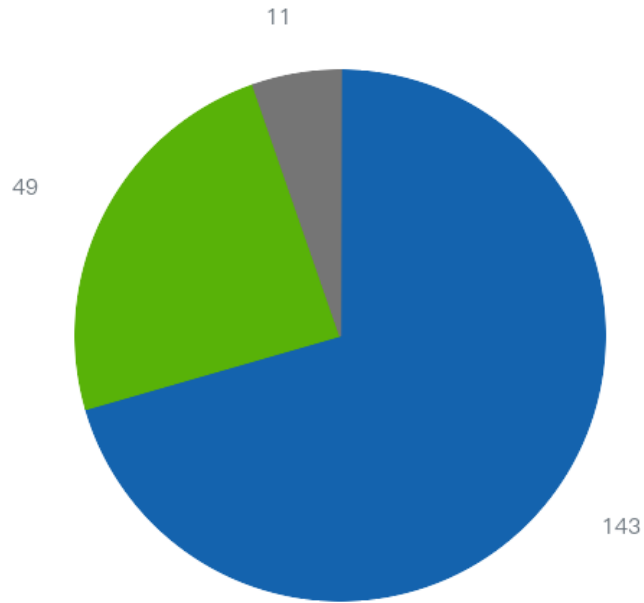
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## Audit Comments

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