



**DNA
Subcommittee**

February 28, 2025

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

Videoconference Locations:

9040 Town Center Parkway, Lakewood Ranch, FL
Shapiro Building, Room 5044, 70 Francis Street, Boston, MA
107 College Place, LSB 120, Syracuse, NY 13244
100 Bureau Drive, Building 227, Room B230, Gaithersburg, MD 20899
3500 Camp Bowie Blvd., CBH-629, Fort Worth, TX 76107

9:07 AM – 10:24 AM

DRAFT MEETING MINUTES

DNA Subcommittee Members in Attendance:

Frederick Bieber, Ph.D.
Michael Coble, Ph.D.
Kathleen Corrado, Ph.D.
Katherine Gettings, Ph.D.
Amanda Sozer, Ph.D.

DCJS Staff in Attendance:

Taylor Aaron
Janine Kava
Natasha Harvin-Locklear, Esq.
Katherine Mayberry
Shelley Palmer
Brianna Robinson
Lindsey Rockwell
Matthew Schrantz, Esq.
Elizabeth Suparmanto

The Chair, Dr. Coble, opened the meeting by stating that the DNA Subcommittee was conducting its meeting with all members present virtually. Dr. Coble then conducted a roll call to take attendance, and a quorum was established with five voting members (Bieber, Coble, Corrado, Gettings, and Sozer).

*Approximate
Video Times*
00:00:00 –
00:01:00

Dr. Coble then asked for a motion to approve the February 28, 2025, agenda. A motion to approve the agenda was made by Dr. Bieber, seconded by Dr. Sozer, and approved unanimously.

00:01:03 –
00:01:54

The Chair then asked Subcommittee members for questions or comments on the minutes from the November 15, 2024, meeting of the Subcommittee. Dr. Gettings made a motion to approve the minutes, seconded by Dr. Sozer, and approved unanimously.

00:01:55 –
00:02:58

Next, the Subcommittee reviewed Accreditation/Laboratory updates from the Monroe County Crime Laboratory, Nassau County Office of the Medical Examiner Division of Forensic Services, New York City OCME Department of Forensic Biology, Onondaga County Center for Forensic Sciences Laboratory, and New York State Police Crime Laboratory. Representatives from the laboratories were available to answer questions as needed.

00:03:00 –
00:15:33

During the Accreditation updates, Dr. Corrado asked that, moving forward, the Office of Forensic Services provide CV's of newly appointed technical leaders and CODIS administrators. While no formal vote was taken, no objections were raised.

00:12:14 –
00:15:33

The Chair then moved to Old Business. A verbal update was provided by Ms. Palmer on the Partial Match and Familial Search programs. There were no updates regarding CODIS Bulletins. The Subcommittee then discussed the NIST Interagency report *Forensic DNA Interpretation and Human Factors: Improving Practice Through a Systems Approach*. It was stated by the Chair, Dr. Coble, that the Commission on Forensic Science voted to request the DNA Subcommittee provide a written position statement regarding the report. A motion was requested to form a subgroup of three Subcommittee members to review and rate the recommendations from the Human Factors report and provide a statement to the Commission. The motion was made by Dr. Corrado, seconded by Dr. Sozer, and approved unanimously. At this time no members were selected to be a part of the subgroup. Selection will occur when availability of all members of the Subcommittee is determined.

00:15:35 –
00:34:34

The Subcommittee then moved on to discuss the *DNA Mixture Interpretation: A NIST Scientific Foundation Review*. A motion was requested to have the labs provide the Subcommittee with any updates to their probabilistic genotyping validations and, in addition, to form a subgroup of three to review the NIST document and provide a summary of guidance on key takeaways for the labs to consider. The motion was made by Dr. Bieber, seconded by Dr. Gettings, and approved unanimously. At this time no members were selected to be a part of the subgroup. Selection will occur when availability of all members of the Subcommittee is determined.

00:34:35 –
01:00:09

The Chair then moved to New Business. Ms. Palmer provided information regarding the 2024 Annual Laboratory Summaries.

01:00:20 –
01:01:30

The Subcommittee then reviewed disclosures from the Suffolk County Crime Laboratory, Monroe County Crime Laboratory, and New York City OCME Department of Forensic Biology. Laboratory representatives were available to answer questions.

*Approximate
Video Times*
01:01:31 –
01:05:57

Next, Dr. Coble requested a motion to enter into Executive Session to discuss matters relating to a current investigation or matters that may lead to the appointment, promotion, demotion, discipline, or suspension of a particular person. The motion was made by Dr. Sozer, seconded by Dr. Corrado, and approved unanimously.

01:06:53 –
01:08:00

The Subcommittee adjourned into Executive Session with all present members in attendance. Executive Session commenced at 10:15 AM and concluded at 10:22 AM. The Subcommittee reconvened the Open Meeting and Dr. Coble stated no action was taken in Executive Session.

01:08:25 –
01:08:35

The Chair then stated that the next meeting of the Subcommittee will take place on May 2, 2025, with the location to be determined. A motion to adjourn was made by Dr. Sozer, seconded by Dr. Gettings, and approved unanimously.

01:08:40 –
01:09:35

Note: Video of the meeting is available at <https://www.youtube.com/user/nyspublicsafety>



April 11, 2025



Michelli Schmitz
Erie County Central Police Services
Forensic Laboratory
45 Elm Street
Buffalo, New York 14203

Dear Director Schmitz,

Congratulations! On April 10, 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 for March 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: 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**

**Erie County Central Police Services
Forensic Laboratory**

45 Elm Street
Buffalo, New York 14203 USA

FORENSIC TESTING

ISO/IEC 17025 Accreditation Granted: 16 December 2013

Certificate Number: FT-0037 Certificate Expiry Date: 31 August 2026

Discipline: Biology		
Component/Parameter	Item	Key Equipment/Technology
DNA Profile Determination	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 Feces	Chemical Fluorescence Spectroscopy General Microscopy Immunoassay

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

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

Discipline: Impressions		
Component/Parameter	Item	Key Equipment/Technology
Enhancement	Footwear Physical Item Tire	Physical
Physical Comparison	Footwear Tire	Visual

Discipline: Materials (Trace)		
Component/Parameter	Item	Key Equipment/Technology
Chemical/Physical Comparison	Coating Fractured Item General Unknown Ink Polymer Tape	Gas Chromatography General Microscopy Infrared Spectroscopy Mass Spectrometry Microspectrophotometry Thin Layer Chromatography Visual
Qualitative Determination	Coating General Unknown Polymer Tape	Gas Chromatography General Microscopy Infrared Spectroscopy Mass Spectrometry Microspectrophotometry Visual

Discipline: Seized Drugs		
Component/Parameter	Item	Key Equipment/Technology
Qualitative Determination	Botanical Liquid Solid	Chemical Gas Chromatography General Microscopy Infrared Spectroscopy Mass Spectrometry Thin-Layer Chromatography
Quantitative Measurement	Solid	Gas Chromatography Mass Spectrometry
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



Erie County Central Police Services - Forensic Laboratory

2025 - 17025T - Surveillance Document Review

Prepared by Kim Gin

Data collected on 2025-04-01

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.

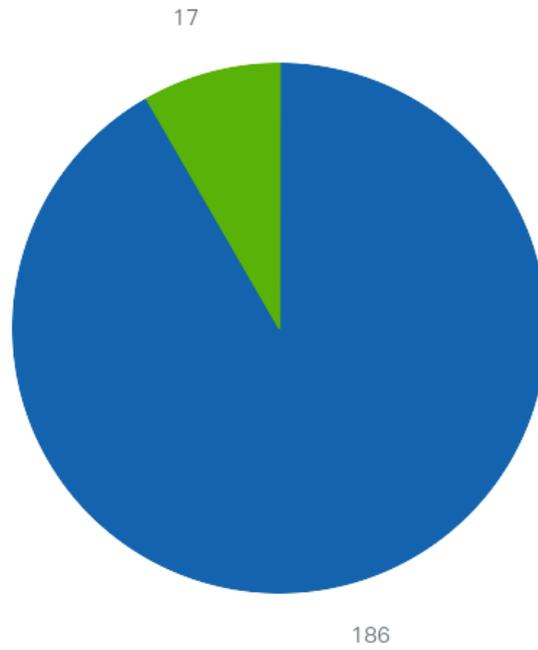
The accreditation activity also evaluates the laboratory's conformance with their own management system requirements.

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
