

STATE OF VERMONT
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MEMORANDUM

TO: TRAINING RECORDS/QA PROGRAM 
FROM: TRISHA CONTI, SENIOR FORENSIC CHEMIST, ALCOHOL PROGRAM SUPERVISOR
SUBJECT: BLOOD AND BEVERAGE ALCOHOL ANALYST QUALIFICATION
DATE: 5/16/2013

This memo is to document the training and qualification of Rebecca Mead in the analysis of blood and beverage alcohol samples. I, Trisha Conti, trained Rebecca in these techniques from October 23, 2012 through May 15, 2013. Rebecca has completed the following:

- Read the current procedures.
- Observed the procedure performed by a trained analyst including all parts of sample preparation, analysis, software, data processing, worksheets, preparation of logs and reports.
- Prepared a set of five alcohol calibration standards, according to the procedure and analyzed those samples to determine concentrations using a calibration performed by a trained analyst.
- Under the supervision of a trained analyst, analyzed ten blood samples from past proficiency samples.
- Independently, analyzed five samples from past proficiency samples.
- Under the supervision of a trained analyst, analyzed more than 50 casework samples to include kit inventory, sample preparation, analysis, data processing and data review.

Rebecca recently set up a standard curve and analyzed controls along with a set of competency samples using the current methods. The results Rebecca obtained are consistent with previous results. Therefore, Rebecca has demonstrated competency to obtain valid results from blood and beverage samples using headspace GC-FID. Rebecca has also reviewed completed data packets from samples that were analyzed by a trained analyst. Rebecca's results were consistent with previous work, demonstrating her competency to review alcohol analysis data. Rebecca is qualified in the analysis of samples for blood and beverage alcohol, GC-headspace analysis and the technical review of blood and beverage alcohol casework.

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MEMORANDUM

TO: TRAINING RECORDS/QA PROGRAM 

FROM: TRISHA CONTI, SENIOR FORENSIC CHEMIST, ALCOHOL PROGRAM SUPERVISOR

SUBJECT: BLOOD ALCOHOL AFFIDAVIT QUALIFICATION

DATE: 5/16/2013

This memo is to document the training and qualification of Rebecca Mead in the generation of relation back (i.e. retrograde extrapolation) affidavits for blood alcohol results at the Vermont Forensic Laboratory. I, Trisha Conti, trained Rebecca in these techniques from May 2, 2013 through May 15, 2013. Rebecca has completed the following:

- Read the current procedures.
- Observed the procedure performed by a trained analyst.
- Under the supervision of a trained analyst, prepared ten relation back affidavits for blood alcohol results from past cases.
- Independently, prepared five relation back affidavits for blood alcohol results from past cases.

The results Rebecca obtained are consistent with previous results. Therefore, Rebecca has demonstrated competency to generate valid relation back affidavits from blood alcohol cases. I, Trisha Conti, have also trained Rebecca in the requirements for adequate review of relation back affidavits for blood alcohol results.

By way of her educational background, professional training at the Borkenstein Course, knowledge of methods and calculations used in the field of alcohol determination, Rebecca is competent to perform these calculations and evaluations. Rebecca is qualified to generate relation back affidavits for blood alcohol results and to review similar affidavits prior to release.