

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: November 20, 2007 Consent Regular
 Ordinance Public Hearing

Department:
Submitted By: **Palm Beach County Sheriff's Office**
Submitted For: **Palm Beach County Sheriff's Office**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to ... (A) Accept the National Institute of Justice (NIJ) Forensic DNA Backlog Reduction Program FY 2007 Grant in the amount of \$200,831 for the period October 1, 2007 through September 30, 2008; and (B) Approve a budget amendment in the amount of \$200,831 increasing the Sheriff's Grant Fund.

Summary: On August 29, 2007 the Palm Beach County Sheriff's Office (PBSO) received an award for the Forensic DNA Backlog Reduction Program. The Forensic Biology Unit (FBU) of PBSO accepts casework evidence from over twenty-nine law enforcement agencies including the Medical Examiner's Office. These funds and related equipment, which have been approved by NIJ for purchase, will be used to convert the PBSO FBU DNA detection platform from a flatbed to a capillary electrophoresis-based platform to improve the flow of casework sample automation. There is no match requirement associated with this award. No additional positions are needed and no County funds are required. Countywide. (DW)

Background and Justification: The U.S. Department of Justice, Office of Justice Programs (OJP), National Institute of Justice (NIJ) 2007 Forensic DNA Backlog Reduction Program furthers the U.S. Department of Justice's mission by offering an opportunity for states and units of local government with existing crime laboratories that conduct DNA analysis to improve DNA laboratory infrastructure and analysis capacity so DNA samples can be processed efficiently and cost effectively, as well as to analyze backlogged forensic DNA casework samples from Uniform Crime Report (UCR), Part 1 Violent Crimes. These improvements are critical to addressing future DNA backlogs and to helping the criminal justice system use the full potential of DNA technology. The Catalog of Federal Domestic Assistance (CFDA) number is 016.743 and the grant number is 2007-DN-BX-K091.

Attachments:

- 1. Budget Amendment
- 2. Award Letter
- 3. Cooperative Agreement
- 4. Application

RECOMMENDED BY: _____ DATE: 10/22/07
DEPARTMENT DIRECTOR

APPROVED BY: _____ DATE: 10/30/07
ASSISTANT COUNTY ADMINISTRATOR

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures	\$194,209				
Operating Costs	\$6,622				
External Revenues	(\$200,831)				
Program Income (County)					
In-Kind Match (County)					
 Net Fiscal Impact	 0				
 # Additional FTE Positions (Cumulative)	 0				

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2110 Object 3129

Reporting
Category _____

B. Recommended Sources of Funds / Summary of Fiscal Impact:

The DNA Backlog Reduction Program grant is funded through the National Institute of Justice (NIJ). No County funds are required in FY 2008.

DNA Backlog Reduction Program	\$200,831
Total	\$200,831

III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

<p><u><i>[Signature]</i></u> 10-25-07 OFMB 10/29/07</p>	<p><u><i>[Signature]</i></u> 10/26/07 Contract Administration 10/26/07</p>
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B. Legal Sufficiency:

[Signature] 10/29/07
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

08- 0083

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

FUND 1152 SHERIFF'S GRANTS FUND

BGRV 420 102407*184
BGEX 420 102407*1559

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
Revenues								
DNA Backlog Reduction - K091								
160-2110-3129	Federal Grant - Other Public Safety	0	0	200,831	0	200,831		
TOTAL FUND REVENUES		\$0	\$1,763,960	\$200,831	\$0	\$1,964,791		
Expenditures								
DNA Backlog Reduction - K091								
160-2110-9498	Transfer to Sheriff Fund	0	0	200,831	0	200,831		
TOTAL EXPENDITURES		\$0	\$1,763,960	\$200,831	\$0	\$1,964,791		

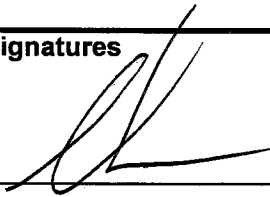
Palm Beach County Sheriff's Office

Signatures


Date

By Board of County Commissioners
At Meeting of November 20, 2007

INITIATING DEPARTMENT/DIVISION


 10/24/07


Administration/Budget Department Approval

 10.25.07

Deputy Clerk to the
Board of County Commissioners

OFMB Department - Posted


10/25/07


10.24.07



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

August 29, 2007

Sheriff Ric Bradshaw
Palm Beach County Sheriffs Office
3228 Gun Club Road
West Palm Beach, FL 33406-3001

Dear Sheriff Bradshaw:

On behalf of Attorney General Alberto Gonzales, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the Forensic DNA Backlog Reduction Program in the amount of \$200,831 for Palm Beach County Sheriffs Office.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Mark S. Nelson, Program Manager at (202) 616-1960; and
- Financial Questions, the Office of the Comptroller, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.oc@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Regina B. Schofield".

Regina B. Schofield
Assistant Attorney General

Enclosures



Department of Justice
Office of Justice Programs
National Institute of Justice

Cooperative Agreement

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Palm Beach County Sheriff's Office 3228 Gun Club Road West Palm Beach, FL 33406-3001		4. AWARD NUMBER: 2007-DN-BX-K091	
		5. PROJECT PERIOD: FROM 10/01/2007 TO 09/30/2008 BUDGET PERIOD: FROM 10/01/2007 TO 09/30/2008	
1A. GRANTEE IRS/VENDOR NO. 596000786		6. AWARD DATE 08/29/2007	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE FY 2007 Forensic DNA Backlog Reduction Program Palm Beach County Sheriff's Office		10. AMOUNT OF THIS AWARD \$ 200,831	
		11. TOTAL AWARD \$ 200,831	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY07(NIJ - DNA/Forensics) Pub. L. No. 110-5, emb. secs. 101-104; Pub. L. No. 109-108, 119 Stat. 2290, 2302; 28 USC 530C			
15. METHOD OF PAYMENT PAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Regina B. Schofield Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Ric Bradshaw Sheriff	
17. SIGNATURE OF APPROVING OFFICIAL <i>Regina B. Schofield</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL <i>[Signature]</i>	19A. DATE 9/11/07
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B DN 60 00 00 200831		21. DN07S00124	



Department of Justice
Office of Justice Programs
National Institute of
Justice

**AWARD CONTINUATION
SHEET**
Cooperative Agreement

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PROJECT NUMBER 2007-DN-BX-K091

AWARD DATE 08/29/2007

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. Privacy; quality assurance; CODIS/NDIS

The Recipient shall ensure that each DNA analysis conducted under this award is maintained pursuant to all applicable Federal privacy requirements, including those described in 42 U.S.C. section 14132(b)(3).

The Recipient shall ensure that all DNA analyses conducted with funding under this award are performed either (1) by accredited government-owned laboratories, or (2) through accredited fee-for-service vendors. Accreditation must be by a nonprofit professional association of persons actively involved in forensic science that is nationally recognized within the forensic science community.

The Recipient shall ensure that each government-owned forensic laboratory that will receive funding under this award is accredited by a nonprofit professional association of persons actively involved in forensic science that is nationally recognized within the forensic science community; or undergoes external audits, not less than once every 2 years, that demonstrate compliance with DNA Quality Assurance Standards established by the Director of the Federal Bureau of Investigation, and will apply for accreditation by September 30, 2007; or has a plan to undergo an external audit and seek to demonstrate compliance with the DNA Quality Assurance Standards established by the Director of the Federal Bureau of Investigation by September 30, 2007, and will apply for accreditation by September 30, 2007.

The Recipient agrees to notify NIJ immediately upon any change in the accreditation status of any of its forensic science laboratories that receive funding under this award.

The Recipient shall ensure that all eligible forensic DNA profiles obtained with funding under this award will be entered into the Combined DNA Index System (CODIS), and, where applicable, uploaded to the National DNA Index System (NDIS).

If the recipient of this award is not a member of NDIS, the recipient must have a written agreement in place with an NDIS-participating laboratory for the resulting eligible forensic DNA profiles to be entered into CODIS, and where applicable uploaded into NDIS.



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SPECIAL CONDITIONS

6. (A) No research; nonsupplanting of State or local funds

The Recipient shall ensure that none of the funds provided under this award are used for research or statistical projects or activities as defined by 28 CFR Part 22 or for research as defined by 28 CFR Part 46. Any questions concerning this provision should be directed to the NIJ Program Manager for the award.

The Recipient shall ensure that Federal funds made available through this award will not supplant State or local funds, but instead will be used to increase the amount of funds that would, in the absence of Federal funds, be available from State or local sources for activities funded through this award.

The Recipient agrees to notify NIJ immediately if the Recipient receives new State or local funding for any of the purposes included in the approved application for this award.

(B) Changes in caseload estimates

The Recipient agrees to notify NIJ immediately upon any significant reduction in the Recipient's estimate of the number of Uniform Crime Report (UCR), Part 1 Violent Crimes cases that can be analyzed within twelve months using the funds provided under this fiscal year 2007 award, above and beyond those that will be analyzed using funds from other sources.

7. (A) Quarterly performance metric reports

The Recipient agrees to collect quarterly performance metrics as specified in the FY 2007 Forensic DNA Backlog Reduction grant announcement. The reports for the first and second quarter will be submitted along with the January-June semiannual progress report(s) and the reports for the third and fourth quarter will be submitted with the July-December semiannual progress report(s). The reports shall be submitted to the Office of Justice Programs, Grants Management System.

(B) Final Report - DNA Forensic Backlog Reduction

The Recipient shall submit a report within 90 days of the end of the award period that, at a minimum, (1) includes a summary and assessment of the program carried out with the funds made available under this fiscal year 2007 award, (2) cites the number of additional backlogged DNA cases that were analyzed and the reduction in the DNA casework backlog as a result of the fiscal year 2007 award, and (3) cites the number of additional DNA casework profiles entered into CODIS, and, where applicable, uploaded to NDIS, as a result of the fiscal year 2007 award. The Recipient shall ensure that all data and information necessary for the report are collected throughout the award period.

8. The recipient agrees to submit quarterly financial status reports to the Office of Justice Programs using Standard Form SF 269A on the Internet at <https://grants.ojp.usdoj.gov>. These reports shall be submitted on-line not later than 45 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the grant period.

9. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on line-through the Internet at <https://grants.ojp.usdoj.gov/>.



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SPECIAL CONDITIONS

10. Due to the substantial Federal involvement contemplated in completion of this project, the National Institute of Justice (NIJ) has elected to enter into a cooperative agreement rather than a grant. This decision is based on NIJ's ongoing responsibility to assist and coordinate projects that deal with DNA analysis and capacity enhancement. NIJ will provide input and re-direction to the program, as needed, in consultation with the Recipient, and will actively monitor the project by methods including but not limited to ongoing contact with the Recipient. In meeting programmatic responsibilities, NIJ and the Recipient will be guided by the following principles: Responsibility for the day-to-day operations of this project rests with the Recipient in implementation of the Recipient's approved proposal, the Recipient's budget (as approved by OJP and NIJ), and the terms and conditions specified in this award. Responsibility for general oversight and redirection of the project, if necessary, rests with NIJ. In addition to its programmatic reporting requirements, the Recipient agrees to provide necessary information as requested by OJP and NIJ. These information requests may include, but are not limited to specific submissions related to: performance, including measurement of project outputs/outcomes; meeting performance specifications; developmental decision points; changes in project scope or personnel; budget modifications and/or coordination of related projects.
11. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
12. Pursuant to 28 C.F.R. Part 18, OJP may suspend or terminate funding under this award, at any time before the completion of the project funded by this award, for the recipient's failure to comply with these special conditions or with the projects goals, plans and methodology set forth in the approved application. The recipient will be unable to draw down funds until OJP determines that the recipient is in compliance.
13. To assist in information sharing, the grantee shall provide the grant manager with a copy of all interim and final reports and proposed publications (including those prepared for conferences and other presentations) resulting from this agreement. Submission of such materials prior to or simultaneous with their public release aids NIJ in responding to any inquiries that may arise. Any publications (written, visual, or sound) - excluding press releases and newsletters - whether published at the grantee's or government's expense, shall contain the following statement: This project was supported by Award No. _____ awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice.

NIJ defines publications as any planned, written, visual or sound material substantively based on the project, formally prepared by the grant recipient for dissemination to the public.

14. Recipient acknowledges that the Office of Justice Programs reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) the copyright in any work developed under an award or subaward; and (2) any rights of copyright to which a recipient or subrecipient purchases ownership with Federal support.

Recipient acknowledges that the Office of Justice Programs has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under an award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

It is the responsibility of the recipient (and of each subrecipient, if applicable) to ensure that this condition is included in any subaward under this award.

ACB



Department of Justice
Office of Justice Programs
National Institute of
Justice

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SPECIAL CONDITIONS

15. The Recipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award. Environmental Assessment (EA): The Recipient agrees and understands that funded activities (whether conducted by the recipient or subrecipients or contractors) may require the preparation of an environmental assessment (EA) as defined by the Council on Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500. An EA is a concise public document that briefly provides sufficient analysis for determining whether to prepare an environmental impact statement (EIS) or a finding of no significant impact for the proposed activity. If in completing an EA for a proposed activity, potential adverse environmental impacts are identified, the EA will serve as a vehicle for developing either alternative approaches or mitigation measures for avoiding or reducing the identified adverse environmental impacts. Modifications: Throughout the term of this award, the Recipient agrees that for any activity that is the subject of a completed Environmental Assessment (EA), it will inform NIJ of (1) any change(s) that it is considering making to the previously assessed activity; (2) any changed circumstances, such as a change in the project site's conditions; or (3) any significant new information. The Recipient will not implement a proposed change until NIJ, with the assistance of the Recipient, has determined whether the proposed change will require additional review under NEPA. Likewise, in the case of new circumstances or information arising, NIJ, with the assistance of the Recipient, will determine if any additional environmental impact analysis is necessary. The approval will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.

16. The recipient agrees not to obligate, expend, or draw down any funds until the program office has verified that the recipient has submitted all necessary documentation required to comply with the Department of Justice Procedures for Implementing the National Environmental Policy Act found at 28 CFR Part 61 and a Grant Adjustment Notice has been issued removing this condition.

PROGRAM NARRATIVE

A. Abstract:

The Forensic Biology Unit (FBU) of the Palm Beach County Sheriff's office (PBSO) accepts casework evidence from over twenty-nine law enforcement agencies within and including the Medical Examiners Office and the County of Palm Beach with an estimated population of 1.3 million. One of the objectives documented during the summer, 2004 NIJ-funded Process Mapping exercise was to for the laboratory to work towards a complete an automation DNA process within five years. The FBU has attempted to accomplish this goal throughout the DNA process. NIJ grant funding has provided the monies for robotics for DNA extraction, qPCR technology for quantification and improved amplification techniques all of which have been successfully validated and implemented. In addition, design of an electronic worksheet flow software program is currently underway. There has been a significant increase in the number of samples analyzed annually (35%) as a result of this more structured semi-automated analysis. The FBU has been conducting STR DNA profiling on casework analysis since 1995. Initial amplification and allele detection was conducted using a silver-stained triplex which was used for approximately 3 years. With the validation of fluorescent STR technology, the FBU implemented a two-amplification protocol which allowed for the detection of 15 genetic markers using two Promega PowerPlex1.1 and PowerPlex2.1 STR kits on the Hitachi FMBIO platform. It was possible to obtain STR profile data for all 15 genetic markers from 32 samples in less than five hours. The work flow in the PBSO FBU was further improved when Promega provided a 16 genetic marker STR human identification kit, PowerPlex16 BIO. It is now possible to obtain STR profile data for 16 genetic markers from 32 samples in less than two and a half hours. For over ten years the Hitachi FMBIO fluorescent STR technology has provided a fast an efficient method for obtaining STR DNA profiles and there has not been another detection platform for a small forensic

laboratory that could match its throughput and reliability. However, the objective of the laboratory has always been to improve efficiency through automation and one of the major steps of the DNA analysis process, allele detection and data interpretation, has not been improved simply because use of the Hitachi FMBIO platform still requires a significant amount of hands-on to load the gel which is not amenable to automation. In addition, new methodologies, such as use of the mini-STR systems and Expert Systems, have not been optimized for use on the Hitachi. In the past few years the Applied BioSystems (ABI) 3100AVANT genetic analyzer has dramatically improved sample throughput and the more recent 3130xl has improved the collection software as well. In order to move the FBU laboratory towards a more complete automation system, the FBU will need to transition to the Applied BioSystems (ABI) capillary electrophoresis (CE) platform. These grant monies will help in the purchase of instrumentation, reagents, validation of human identification STR kits and training of FBU analysts. It is anticipated that there will be several opportunities for making the transition as smooth as possible without a significant disruption in normal casework flow. The most time consuming aspect of implementing any form of new technology or methods into a forensic laboratory is the validation and training process. John Paul Jones, Program Manager at NIJ, will be investigating the potential partnership of PBSO with members of the Forensic Resource Network (FRN) to aid in the conversion to the CE technology. Marshall University which has a considerable number of years of experience in the validation of CE instruments will be able to assist in the PBSO validation and training. The National Forensic Science Technology Training Center (NFSTC) will be able to provide their Quality Document Program. In addition, ABI representatives will be working with the FBU to implement new kit technologies. It is estimated that within a year of receiving the instrument, the transition will be complete.

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B. Purpose Goals and Objectives

The goal of this grant is to convert the Palm Beach County Sheriff's Office FBU DNA allele detection platform from a flatbed to a capillary electrophoresis (CE) based platform in order to improve the flow of casework sample automation. *The Palm Beach County Sheriff's Office UCR Part 1 Violent Crimes reported to the FBI for 2005 was 8,510.*

- a) DECREASE CASE BACKLOG: The PBSO Forensic Biology Unit was originally designed in the late 1980's to accommodate four analysts. Since this time, the section's personnel have increased to 11, the laboratory space has tripled and the population of the county is now over 1.2 million. Through several NIJ grants, the FBU infrastructure as well improved casework efficiency has greatly improved the capacity and capabilities of the laboratory. However, the number of cases requested for DNA analysis over the past few years has increased significantly from 917 in 2005 to 1,493 in 2007 or a 39% increase in one year. The major reason for this increase was the request for touch evidence analysis from minor crimes. It is predicted that there will be upwards of a 20% increase in the number of submitted cases from 2006 to 2007. There were approximately 325 cases backlogged at the end of the 2006 calendar year and currently there is a 747 case backlog, many of these from the 2006 carryover. However, approximately 33% of the cases called in will never be worked because evidence is never

submitted or the case is dropped. The FBU just started tracking the amount of time it takes to analyze a forensic DNA case in February 2007. The protocol for the initiation of DNA testing on cases is that the case must be formally called into the laboratory by law enforcement or prosecutors. The cases are prioritized by the Evidence Coordinator. Table 1A below shows the number of days from when a case was called until the report is written.

Table 1: 2007 Turn around time for Casework Analysis

A. ALL CASES	# of Days After the Case is Called in that a report is written	# of Days After the Evidence is signed out that a report is written
February/March	173	67
April/May	142	32

B. DNA CASES	# of Cases Called in	# Cases with reports
February/March	196	105
April/May	31	55

Note that a case might be called in but in general it will not be assigned until all the evidence has been submitted. Therefore, there are 2 turn around dates that are important:

1. The number of days it takes to get a report out-the-door once it has been called in and
2. The number of days it takes to get a report out the door after it has been assigned and the evidence has been signed out

The data above shows that when comparing the turn around time for February/March of 2007 to April/May of 2007 there clearly has been a dramatic decrease (52%) in the time it takes to get a

case report out just over these past few months. Considering all these case are called in for DNA analysis and some of them will not have any DNA evidence or serology may be conducted on some of the cases yet they have not been assigned for DNA analysis, the amount of time it takes for just DNA cases to be completed in this time period is over 20 days longer than "ALL CASES". Still, there has been about a 50% decrease in the number of days it takes to submit a report.

In this same time period the average number of samples worked per analyst is shown in Table 2.

TABLE 2

	DNA samples/Analyst
February/March	93
April/May	103

With the addition of the CE system, it is estimated that all nine analysts in the FBU will be trained by September, 2008. It is difficult to estimate the number of current 2006 UCR Part 1 Violent Crime cases that will be processed as a result of the implementation of the CE technology. However, the goal is to reduce the 2006 and 2007 UCR Part1 Violent Crime cases by at least 20% based on the potential high throughput of the CE system combined with the current robotic extraction/qPCR technology and electronic worksheet under design.

- a. **TRANSITION TO CAPILLARY ELECTROPHORESIS PLATFORM:** The FBU has an agreement with the MiraiBio Corporation to continue support of the Hitachi FMBIO II/II+ platform indefinitely. The FMBIO instruments have been a nearly indestructible

and have provided the citizens of Palm Beach County with one of the best technologies with high throughput and reliability. The FBU has never had to replace a laser or had the instrument fail for more than a few hours over the past ten years. However, there is a manual sample loading step that will never be able to be automated thus placing a hands-on step that interrupts the FBU's goal of complete automation. The FBU will be purchasing the ABI PRISM® 3130xl Genetic Analyzer which uses a CE technology currently used in the forensic community. It is a multi-color fluorescence-based DNA analysis system using technology of capillary electrophoresis with 16 capillaries operating in parallel. The 3130xl Genetic Analyzer is fully automated from sample loading to data analysis which will fulfill our automation goals. Sixteen capillaries provides the capability to analyze hundreds of samples per day and increases laboratory productivity. The 3130xl Genetic Analyzers is one of newest in a range of analyzers produced by ABI. The use of capillary electrophoresis is a significant advantage over slab-gel based technologies as loading of the samples is fully automated for the ABI 3130xl. The arrays are guaranteed for 100 runs compared to one slab per sample run.

1. The 3130xl with its 16 capillaries has a 24 hr throughput of 384 samples this would surpass the Hitachi system in throughput thereby making it an ideal instrument for the FBU.
2. ABI has developed a new Performance Optimized Polymer (POP) that saves set-up time, actual polymer usage and prevents accidents with expensive arrays. This should make running various modules on the one machine more user-friendly.
3. ABI does suggest continuous use of the machine or regular flushing with fresh polymer which will add to the quality checks that the Hitachi did not need but

individuals in the forensic community who use the 3130xl state that cleaning is much easier than previous instruments as the process is now fully automated.

4. One of the drawbacks is the amount of polymer needed. This is an expensive reagent. A concern is the problems with bubbles being trapped in the lines however the 3130 series uses an automated system, which is usually very effective.

- b) **POWERPLEX 16 VALIDATION ON THE ABI PRISM 3130xl GENETIC ANALYZER:** The FBU is currently amplifying casework samples using the the PowerPlex® 16 BIO System (PP16Bio) which co-amplifies the CODIS core loci plus Penta E, Penta D and Amelogenin. The laboratory has using this system for nearly six years. In order to maintain continuity with previous casework analysis and because the analysts are already familiar with the loci, the multiplex format and the fact that the entire PBSO population database has been previously profiled with PP16BIO, it only makes sense to continue the use of these loci. It is anticipated that the Forensic Resource Network (FRN) which will include the CE expertise of the Marshall University training facility and the Quality Document Program available through NFSTC will be able to provide assistance for the validation of the instrument using the PowerPlex® 16 System (PP16) which have been optimized for the capillary instruments. The Program Manager of NIJ will be able to assist in the team approach for the CE validation and training transition period. Through the Presidents DNA Initiative, Dr. Terry Fenger from Marshall University has agreed to provide an employee of the Marshall University Forensic Biology training facility to validate the 3130xl instrument on site at PBSO. Training of the software prigram will be conducted by the training coordinator at Marshall also at PBSO.

- c) **MINIFILER VALIDATION OF THE ABI PRISM 3130xl GENETIC ANALYZER.** The implementation of the 3130xl CE instrument will allow for the use of other human identification kits. The ABI AmpF ℓ STR $\text{\textcircled{R}}$ MiniFiler TM PCR Amplification Kit will increase the FBU's ability to generate DNA results from compromised samples that previously would have yielded limited or no genetic data. The advantages are as follows:
- a. The kit uses a single amplification provides information on the eight largest and most difficult to amplify loci in the AmpF ℓ STR $\text{\textcircled{R}}$ Identifiler $\text{\textcircled{R}}$ and SGM Plus $\text{\textcircled{R}}$.
 - b. The loci include: D13S317, D7S820, D2S1338, D21S11, D16S539, D18S51, CSF1PO, FGA, and Amelogenin
 - c. MiniFiler TM amplicon sizes are less than 270 bp and is optimized for use with the most difficult types of samples including those that are degraded and contain inhibitors.
 - d. The inhibitory effects of substances such as heme and humic acid which are commonly encountered in forensic samples may be overcome with the use of the MiniFiler TM PCR Amplification Kit.

In addition, ABI will provide services to aid in the validation and training of this kit which will occur coincident with the Pp16 training.

C. NAMES, AFFILIATIONS OF ALL KEY PERSONNEL

1. Cecelia A. Crouse, Supervisor, Forensic Biology Unit, Palm Beach County Sheriff's Office
2. Barbara Caraballo, Quality Assurance Manager, Palm Beach County Sheriff's Office
3. Amy McGuckian, Sr. Forensic Scientist, Technical Leader, Palm Beach County Sheriff's Office
4. Dale Sisson, Contract/Grants Manager, Budget, Palm Beach County Sheriff's Office

STATEMENT OF QUALIFICATIONS

Name of Lab: Palm Beach County Sheriff's Office
Date: August 21, 2006

Name: Cecelia A. Crouse, PhD Title: Supervisor, Serology/DNA

Discipline(s): Indicate all areas in which you do casework.

- Controlled Substances
- Firearms/Toolmarks
- Trace Evidence
- Toxicology
- Latent Prints
- Other : DNA
- Serology
- Documents

Education: List all higher academic institutions attended.

Institution	Dates Attended	Major	Degree Completed
University of Miami Fellow	1988-1992	N/A	Post Doctoral
University of Miami Ph.D.	1983-1987	Micro/Immun.	
Michigan State Univ. B.S.	1974-1976	Biology	
Jackson Comm College A.S.	1972-1974	Science	

Other Training: List continuing education, workshops, in-service and other formal training received.
See Attached

Courtroom experience: List the discipline(s) in which you have qualified to testify as an expert witness and indicate over what period of time and approximately how many times you have testified in each.
DNA - 1992 to present: 67 testimonies have been given since 1992.
41 - Court
26 - Deposition/Grand Jury

Professional Affiliations: List any professional organization of which you are or have been a member. Indicate any offices or other positions held and the date(s) of these activities.
See Attached

Name: Cecelia A. Crouse, Ph.D

Employment History: List all scientific or technical positions held, particularly those related for forensic science. List current position first. Give a brief summary of principal duties in each position.

(1) Job Title: Supervisor Serology/DNA Employer: Palm Beach Sheriff's Office
Principal Duties: Primarily responsible for the research, development, and application of DNA typing technologies for casework, and administrative duties.

(2) Job Title: Senior Forensic Scientist Employer: Palm Beach Sheriff's Office
Principal Duties: DNA techniques for identification of blood and body fluids. Training in basic serological techniques for case analysis.

(3) Job Title: Research Associate Employer: Eli Lilly and Company
Principal Duties: Primarily responsible for plant genetics program for field research stations.

(4) Job Title: Temp. Research Assistant Employer: Eli Lilly and Company
Principal Duties: Responsible for assisting senior scientist with a diversity of agricultural research projects. -

Other Qualifications: List below any scientific publication and/or presentation you have authored or co-authored, research in which you are or have been involved, academic, or other teaching positions you have held, and any other information which you believe relevant to your qualification as a forensic scientist. Use additional sheets if necessary.

See
attached

CECELIA A. CROUSE Ph.D.

August 20, 2006

CAREER HISTORY

1. Supervisor Serology/DNA Section, and DNA Technical Leader Palm Beach County Sheriff's Office Crime Laboratory (May, 1996-present)
 *Primarily responsible for the research, development, and application of DNA technologies for casework as well as administrative duties
2. Senior Forensic Scientist, DNA Technical Leader, Palm Beach County Sheriff's Office Crime Laboratory (February, 1992-May, 1996)
 *Primarily responsible for the development and implementation of DNA typing technologies for casework analysis
3. Research Associate: Eli Lilly and Company, Indianapolis IN. (1979-1983)
 *Primarily responsible for plant genetics program for SE United States field research stations.
4. Temporary Research Assistant: Eli Lilly and Company, Indianapolis IN. (1978)
 * Responsible for assisting senior scientist with a diversity of agricultural research projects.
5. Secondary Education Teacher: Frankenmuth High School, Frankenmuth, MI (1976-1978)
 *Responsible for teaching high school science curriculum

EDUCATIONAL BACKGROUND

1. Post Doctoral Fellow: Department of Ophthalmology Bascom Palmer Eye Institute and Department of Microbiology and Immunology, University of Miami School of Medicine, Miami, Florida(1988-1992).
2. Ph.D., Department of Microbiology and Immunology, University of Miami, Miami, Florida (Dec, 1987)
3. B.S. Department of Natural Science, Michigan State University, East Lansing, Michigan (March, 1976)
4. Assoc. Science: Department of Science, Jackson Community College, Jackson, Michigan (Dec 1973)

SPECIALIZED EDUCATIONAL TRAINING

1. Application of DNA Typing Methods; FBI DNA training course, Quantico, VA (April 13-May 8, 1992) University of Virginia course credit
2. AmpliType HLA DQ alpha Forensic DNA Amplification and Typing Training Workshop; Perkin-Elmer/Roche Molecular Systems, Alameda CA (June 1-10, 1992)
3. Advanced Aspects of Forensic DNA Analysis; FBI DNA training course, Quantico, VA (November 16-20,1992)
4. Forensic Serology; FBI Training course, Quantico, VA (June 7-11, 1993)
5. Statistics for Forensic Scientists Workshop, St. Petersburg Junior College Criminal Justice Institute, (January 22-24, 1996)
6. Statistics Workshop, 7th International Symposium on DNA Identification, Scottsdale, Arizona (September 16-18, 1996)

7. Expert Witness Testimony, 9th International Symposium on DNA Identification, Orlando, Florida (October 5, 1998)
8. Population Genetics and Statistics Workshop, Miami, Florida; February 23-25, 1999
9. CODIS Training, SAIC/FBI, Vienna, Virginia, June 12-15, 2000
10. FBI DNA Audit Course, Marshall University, Morgantown, VA May 13-15, 2003

PEER-REVIEWED PUBLISHED JOURNAL ARTICLES

1. Crouse C.A. and Pauley RJ. "Molecular cloning and sequencing of the mtv-1 LTR: evidence for a LTR sequence alteration", Virus Research 1989. Feb.12(2)p.123- 137.
2. Crouse C.A., Pflugfelder SC, Cleary TJ, Demick S, and Atherton SA. "Detection of Epstein-Barr viral genomes in normal human lacrimal glands", J. Clin. Micro. 1990. 28:1026-1032.
3. Crouse C.A., Pflugfelder SC, Periera I, Cleary TJ, Rabinowitz S. and Atherton SA. "Detection of herpes viral genomes in normal and diseased corneal epithelium", Current Eye Research . 1990. 9:569-581
4. Pflugfelder S.C., Crouse CA, Periera I, and Atherton SA. "Amplification of Epstein-Barr viral genomic sequences in blood cells, lacrimal glands and tears from primary Sjogren's syndrome patients", Ophthalmol. 1990. 97:976-984.
5. Crouse CA, Pflugfelder S.C., Periera I, and Atherton SA. "EBV genomic sequences amplified in blood cells, lacrimal glands and tears from primary Sjogren's syndrome patients", 1990. ICSU Short Reports 10:71.
6. Pflugfelder, S.C., Huang H., and Crouse C.A. "Epstein-Barr virus keratitis after a chemical facial peel. Amer. J. Ophthalmol. 1990. 110:571-573.
7. McLeish W, Pflugfelder SC, Crouse CA, Miller D, Rabinowitz S, Hill EL, and Atherton SA. "Successful interferon-alpha 2 treatment of HSV-1 keratitis resistant to antiviral therapy", Ophthalmology 1990.109:93-9
8. Fox, G., C.A. Crouse, E. L. Chuang, S.C. Pflugfelder, T.J. Cleary, S.J. Nelson, S.S. Atherton "Detection of herpesvirus DNA in vitreous and aqueous specimens by the polymerase chain reaction", Archives of Ophthalmology 1991. 109:266-271
9. Levine, J., Pflugfelder, S., Yen, M., Crouse, C., Atherton, S. "Detection of the complement (CD21)/Epstein-Barr Virus receptor in human lacrimal gland and ocular surface epithelia", Regional Immunology 1991. 3:164- 170.
10. Cray C., C.A. Crouse , S.S. Atherton and R. J. Levy " Effect of Concurrent Graft-Versus host reaction on tissue distribution and infectious titer of murine cytomegalovirus", Archives of Virology, 1991. 121:101-110
11. Yen, M., Pflugfelder S.P., Crouse C.A., and Atherton S.A. "Characterization of the ocular surface and lacrimal gland for epithelial cyokeratin molecules", Invest. Ophthalmol. Vis.Sci., 1992. 33:3235-3241.
12. Pflugfelder S.C., Crouse C.A., Monroy D., Yen M., Rowe M., Atherton S.S. "Epstein-Barr virus and the lacrimal gland pathology of Sjogren's Syndrome", American Journal of Pathology 1992. 143:49-64.

13. Crouse C.A., Vincek V., Caraballo B. "Analysis and interpretation of the "1.1 Weak-Signal" observed during the HLA DQ α AmpliType procedure" Journal of Forensic Science, 1994, 39:41-51
14. Crouse C.A., Jeffrey Ban and D'Alessio J.K. "Extraction of DNA from forensic-type sexual assault specimens using simple, rapid sonication procedures", Biotechniques 1993, 15: 636-648
15. Crouse C.A., Feuer, W.J., Nippes D.C., Hutto, S.C. Barnes, K.S., Livingston S., Ginsberg L., and Glidewell, D.E., "Analysis of HLA DQ α Allele and Genotype frequencies in populations from Florida", Journal of Forensic Science, 1994, Vol.39 731-742.
16. Crouse C.A. and Vincek V. Identification of ABO alleles on forensic-type specimens using Rapid-ABO genotyping. BioTechniques, 1995, 278-283
17. Crouse C.A. and Schumm, J. W. Investigation of specie specificity using nine PCR-based STR systems. Journal of Forensic Science, 1995 Vol40, 952-956
18. Micka K., Sprecher C.J., Lins A., Comey C., Koons B., Crouse C.A., Endean D., Pirelli, K., Lee S., Duda N., Ma M. and Schumm J.W. Validation of Multiplex Polymorphic STR Amplification sets developed for personal identification. Journal of Forensic Science, 1996 582-590
19. Crouse C.A., Nippes D.C. and Ritzline E.L. "Confirmation of PM Typing Protocols for Consistent and Reliable Results" Journal of Forensic Science, 1996, 493-496
20. Crouse C.A., Amriott, B.A, Gibson, S.D., Masibay, A. "Analysis and Interpretation of STR Microvariant and Three-banded Patterns Using Multiple Allele Detection Systems". Journal of Forensic Science, Jan 1999, 87-94
21. Micka, K.A., Amriott, E.A., Hockenberry, T.L., Sprecher, C.J., Lins, A.M., Rabbach, D.R., Taylor, J.A., Bacher, J.W., Glidewell, D.E., Gibson, S.D., Crouse, C.A., and Schumm, J.W. "TWGDAM Validation of a Nine-Locus and a Four Locus Fluorescent STR Multiplex System", Journal of Forensic Science, Nov. 1999, 1243-1257
22. Eleni N. Levedakou et.al. "Characterization and Validation of PowerPlex2.1 , a Nine-Locus Short Tandem Repeat (STR) Multiplex system and Penta D Monoplex, submitted, Journal of Forensic Science
23. Eleni N. Levedakou , D.A. Freeman, M.J. Budzynski, B.E. Early, B.A. Amriott, K.C. McElfresh, J.W. Schumm, S.R. Ulery, D. Silva, A.J. Townly, A. Pollard, J. Lewis, J. Gombos, J. Sailus, C.A. Crouse and M. Nelson. "Allele frequencies for fourteen STR Loci of the PowerPlex1.1 and 2.1 Multiplex Systems and Penta D Locus in Caucasians, African-Americans, Hispanics and Other Populations of the United States of America." Accepted, Journal of Forensic Science, January, 2001.
24. Crouse C. A. "Implementation of Forensic DNA Analysis on Casework Evidence at the Palm Beach County Sheriff's Office Crime Laboratory: Historical Perspective" Croatian Medical Journal June, Vol 42, 247-25
25. Silva, D. A., Crouse, C. A., Chakraborty, R., Goes, A. C., and Carvalho, E. F. (1-28-2004) Statistical analyses of 14 short tandem repeat loci in Brazilian populations from Rio de Janeiro and Mato Grosso do Sul states for forensic and identity testing purposes. Forensic Sci.Int . 139(2-3): 173-176
26. Susan A. Greenspoon, Ph.D., Jeffrey D. Ban, M.S., Lourdes Pablo, M.S., Cecelia A. Crouse, Ph.D, Frank G. Kist, B.S., Chris S. Tomsey, M.S., Alex L. Glessner, B.S, Lisa R. Mihalacki, B.S., Terry Long, M.S., Bruce J. Heidebrecht, B.S., David A. Freeman, Ph.D., Carl Soberalski, M.S., Nathan Bruesehoff, B.S., Ashima S. Amin, M.S., Elizabeth K. Douglas, M.S., and James W. Schumm, Ph.D, "Validation and Implementation of the PowerPlex[®] 16 BIO System STR Multiplex for Forensic Casework." JFS January , 2004, Vol49 No 1 pg 71-80

27. Cecelia Crouse, Stephanie Yeung, Susan Greenspoon, Amy McGuckian, Julie Sikorsky, Jeff Ban and Richard Mathies, "Improving the Efficiency of a Small Forensic DNA Laboratory: Evidence Tracking, Robotic Assays and Future Microcapillary Array Devices" (Croatian Medical Journal, August, Vol46, No.4, 2005)
28. Stephanie H. I. yeung, Susan A. Greenspoon, Amy McGuckian, Cecelia Crouse, Charles Emrich, Jeffrey Ban, Richard Mathies, "Rapid and High throughput Forensic Short tandem repeat Typing using a 96-lane Microfabricated Capillary Array Electrophoresis Microdevice" JFS, July 2006, Vol51, No4, pg 740-747

PUBLISHED ABSTRACTS:

1. Crouse C.A. and Pauley R.J. International Breast Cancer Association, 1987
2. Crouse C.A. and Pauley R.J. American Association for Cancer Research. 1988.
3. Crouse C.A., Pflugfelder S.C., Demick SE, and Atherton SS J. Cell Biochem. Suppl 13E, 1989.
4. Vann V.R., Crouse C.A., Culbertson W.W. and Atherton S.S Invest. Ophthalmol. (Suppl.) Vol 30:215, 1989.
5. Pereira I.C., Crouse C.A., Pflugfelder S.C., Demick, S.E. and Atherton S.S. Pan-American Congress of Ophthalmology, September, 1989
6. Crouse, C.A., S.C. Pflugfelder, I. Periera, S. Rabinowitz, S. Atherton Invest. Ophthalmol. (Suppl.) Vol. 31:221, 1990
7. Fox, G.M., C.A. Crouse, S.S. Atherton, and S. C. Pflugfelder Invest. Ophthalmol. (Suppl.) Vol. 31: 366,1990
8. Bloti, B.A., S.C. Pflugfelder, C.A. Crouse, J.Levine, S.S. Atherton. Invest. Ophthalmol. (Suppl.) Vol. 31: 62, 1990
9. Pflugfelder, S.C., C.A. Crouse, I. Pereira, and S.S. Atherton Invest. Ophthalmol.
10. Crouse, C.A., G.Fox, S. Pflugfelder, E. Chuang and S.S. Atherton. CEI: July,1990.
11. Crouse, C.A. Pflugfelder S.C. Yen M., and Atherton S.A. Invest. Ophthalmol. (Suppl.) 32 :807, 1991
12. Crouse C.A., Pflugfelder S.C, Atherton, S.A. Clin Exper. Rheumatology. Vol.9:336, 1991
13. Pflugfelder S.C., Huang A.J.W., Crouse C.A., Tseng S.C.G. Clin. Exper. Rheumatology 9:314, 1991
14. Crouse, C.A. Pflugfelder, S.J., Monroy, D, Rowe M.. and Atherton, S.A Invest. Ophthalmol. (Suppl.) 33:846; 1992.
15. de Carvalho F.M., Pflugfelder, S.C., Crouse C.A., Monroy D., and Atherton S.S. Invest. Ophthalmol. (Suppl.) 33:1024, 1992.
16. Pflugfelder S.C., Crouse C.A. and Atherton S.S. International Conference on Herpetic Eye Diseases. New Orleans, Louisiana.
17. Pflugfelder S.C., Crouse C.A. and Atherton S.S. Invest. Ophthalmol. (Suppl.) 34:1379 1993.
18. Crouse C.A., Vincek V., Caraballo B.K. Amer. Acad. of Forensic Science and The Forensic Science Foundation Inc. pp.78, 1993.
19. Crouse C.A., Feuer W.J., S.C. Hutto and Glidewell D.E. The Second International Symposium on Forensic Aspects of DNA Analysis, accepted March,1993.
20. Wright W.R., Crouse C.A., Lewis S., Amer. Acad. of Forensic Science and The Forensic Science Foundation Inc. pp.82, 1994.
21. Crouse C.A., Ban J.D. and D'Alessio J.K. Amer. Acad. of Forensic Science and The Forensic Science Foundation Inc. pp.74, 1994.

22. Crouse, C.A. and Vincek, V., The Fifth International Symposium on Human Identification pg 166, 1994
23. Schumm J.W., Micka K., Sprecher C.J., Lins A., Comey C., Coons B., Crouse C.A., Endean D., Zold K., Lee S., Duda N., and Ma M. The Fifth International Symposium on Human Identification page 49, 1995
24. Glidewell, D., Crouse, C.A., and Caraballo, B.K.. American Academy of Forensic Science, 1995
25. Crouse, C.A., Badger, C., Yuen, W. Sixth International Symposium on DNA Identification, page 167, 1995)
26. Crouse, C.A., Glidewell, D. E., Rogers, S. and Evans, S. Sixth International Symposium on DNA Identification, page 168, 1995)
27. Cotton, R., Chakraborty, R., Crouse. C., Forman, L., Kriss, J., Ranadive, A., Saipes, D., Weber, M., Weir, B., and Word, C. American Academy of Forensic Science 1996
28. Crouse, C.A. and Glidewell, D.E. The Seventh International Symposium on Human Identification page 97, 1996
29. Crouse, C.A., Glidewell, D.E., Gibson, S.D., Amriott, B.A., Promega/BioBras Latin American Symposium on Human Identification, August, 1997
30. Crouse, C.A., Rogers, S., Amriott, B.A., Gibson, S.D., Masibay, A. Eighth International Symposium on DNA Identification, September 1997
31. Gibson, S.D., Amriott, E.A., Crouse, C.A., and Weir, B. "Validation of the PowerPlex STR System and DQA1, PM and PowerPlex Genotype frequencies in the Palm Beach Databases" 1998, American Academy of Forensic Science,
32. Hockenberry, T.L, Sailus, J, Crouse C.A.: Ninth International Symposium on DNA Identification, October 1999
33. Silva, D.A., Chakraborty, R., Stivers, D., Zhong, Y, Carvalho, E.F, Crouse C.A. Tenth International Symposium on DNA Identification, October, 1999.
34. Crouse, C.A., M.Kline, R.H. Curtis "Documenting Real-World Pipette Performance" Accepted, American Academy of Forensic Science 2000
35. Paradela, E.R., Glidewell, D.E. and Crouse C.A. Feasibility of Conducting PCR-based DNA Analysis at the Crime Scenes" Accepted, International Symposium on DNA Identification, October, 2000.
36. Konotop, F. and Crouse C.A. Comparison and Analysis of Polyacrylamide gel matrixes for the detection of Fluorescent Megaplex STR alleles. Accepted, International Symposium on DNA Identification, October, 2000.
37. Perlin, M.W., D. Coffman, C.A. Crouse, F. Konotop, J.D. Ban. Automated STR Data Analysis: Validation Studies Twelfth International Symposium on DNA Identification, October, 2001
38. Conover, J.L. and Crouse C.A. Fourteenth International Symposium on DNA Identification, October 2003
39. Yeung, S.H.I., S. Greenspoon, J. Ban, A.B.McGuckian, C.A. Crouse, R.A. Mathies, "Microfabricated Capillary Array Electrophoresis Devices for Rapid and high through-Put STR Typing" Fifteenth International Symposium on DNA Identification, September, 2004
40. Steve Lee, Xavier Aranda, Dennis Yip, Arther Eisenberg, Cecelia A. Crouse, Amy McGuckian et al Analysis of PowerPlex Y Using the FMBIO III Plus; AAFS, February 21-25, 2005

BOOK CHAPTERS

- 1 Pflugfelder S.C. Crouse C.A. and Atherton S.S. 1993. Ophthalmic manifestations of Epstein-Barr virus infection., Int.Ophthalmol. Clin. 33:95-101.

2. Atherton S.S, Pflugfelder S.C. and Crouse C.A. EBV and the eye: Basic considerations with respect to ocular diseases. In *Infectious Diseases of the Eye*, Bialasiewicz AA and Schaal KP (editors). Buren Acolus pp332-341, 1994
3. Pflugfelder S.C. Crouse C.A. and Atherton S.S. Epstein-Barr virus and the lacrimal gland pathology of Sjogren's syndrome. *Adv Exp Med Biol* 1994; 350-641-643

EDITORIAL RESPONSIBILITIES

1. Journal of Forensic Science, Editorial Review Board 1995-present
2. Forensic Communications, Guest Reviewer
3. BioTechniques, Guest Reviewer 1993-present

INVITED OUTSIDE LECTURESHIPS

1. Florida DNA Training Session II: PCR Applications, Orlando, Fl. May 25-27, 1993
HLA DQ α Validation Studies for Implementation and HLA DQ β Population Database
2. Florida DNA Training Session III: Advanced PCR Applications, Co-instructor
Orlando, Fl. May 22-24, 1995
3. Florida Prosecuting Attorney's Association, Faculty member, "A Day of DNA", Winter Park, Florida, May 10, 1996.
4. National Association of Government Attorneys and Capital Litigators, Future DNA Technology, Orlando, Florida, August 9, 1996
5. American Academy of Forensic Science, "Advanced DNA Applications: Automation and Application", New York, NY, February 18, 1997
6. Florida State Division of the International Association For Identification, "From the Crime Scene to the Courtroom: The Fidelity of DNA". April 15, 1997
7. Palm Beach County Criminal Defense Attorneys Association, "DNA in the Crime Lab", July 15, 1997
8. Promega/BioBras Latin American Symposium on Human Identification, Practical Application of STRs to Casework and Acceptance in the Courtroom, August 11-12, 1997 Brasilia, Brazil
11. First Advanced STR MegaPlex Technology Workshop, co-instructor, Hilton Head, SC, January 11-13, 1998
12. Second Annual Advanced Fluorescent STR MegaPlex Technology Workshop, co-instructor National Forensic Science Technology Center, Inc. Hilton Head, SC (March 21-24, 1999)
13. International Symposium on DNA Identification in Rio de Janeiro, Rio de Janeiro, Brazil Providing Quality Forensic DNA profiling Results, June 6-7, 1999
14. Second Latin American Symposium on Human DNA Identification, Belo Horizonte Brazil, Implementation of DNA Profiling in a Forensic Laboratory June 8-10, 1999
15. Metrology Workshop and Symposium, Charlotte, NC; Utilization of NIST Standards For The Validation Of Forensic DNA Markers July 11-16, 1999
16. Florida DNA Training Session IV: DNA 2000, Co-instructor , co-organizer, Miami, Fl. May 23-26, 2000, "STR Validation: Scientific Admissibility"
17. Third Annual Advanced STR MegaPlex Technology Workshop, co-organizer-co-instructor, Hilton Head, SC, March 12-17, 2000
18. Eleventh International Symposium on DNA Identification, , Co-instructor "Casework Guidelines and Complex Mixture Workshop", October 9, 2000.

19. Fourth Annual Advanced STR MegaPlex Technology Workshop, co-organizer-co-instructor, Hilton Head, SC, March 11-16, 2001
20. Second European-American Intensive Course in Clinical and Forensic Genetics, Dubrovnik, Croatia, "Implementation of Forensic DNA Analysis on casework Evidence at the Palm Beach County Sheriff's Office Crime Laboratory: Historical Perspective" September, 2001
21. Fifth Annual STR MegaPlex Advanced Research and Training Workshop (SMART2002), Hitachi FMBIO Users Group meeting, March, 2002
22. Science and The Law, Miami, Florida, "Is DNA The Magic Bullet" Panel. October, 2003
23. Sixth Annual STR MegaPlex Advanced Research and Training Workshop (SMART2003), Hitachi FMBIO Users Group meeting, March 22-27, 2003
24. Illinois Court: Capital Cases-Evidence and Other Issues Workshop, "Forensic DNA Analysis", May 20-21, 2003 Chicago Illinois and September 18-19, 2003 Springfield Illinois
25. Seventh Annual STR MegaPlex Advanced Research and Training Workshop (SMART2003), Hitachi FMBIO Users Group meeting, March 28-April 1, 2004
26. Third Annual Advanced DNA Technology Workshop, Duck Key Florida, May 10-13, 2005
27. Fourth Annual Advanced DNA Technology Workshop, Duck Key Florida, May 23-26, 2005
28. National Institute of Justice Annual Conference on Criminal Justice Research and Evaluation, Institute of Law and Justice, *DNA and Minor Crimes* July 18-19, 2005
29. Fourth European-American School in Forensic Genetics and Mayo Clinic Course in Advanced Molecular and Cellular Medicine Dubrovnik, Croatia, Improving efficiency of a small forensic DNA laboratory: validation of robotic assays and evaluation of a microcapillary array device, September 5 - 9, 2005;
30. 5th Annual Advanced DNA Technology Workshop, Expert Systems, May 30, 2006
31. 33rd Annual Florida Medical Examiners Educational Conference: The Unidentified Human Remains Project: Know Bones About It, August 17, 2006

PROFESSIONAL COMMITTEES

1. American Prosecutors Research Institute, member, DNA Faculty 1996-present
Instructor for "DNA: Witness to the Truth".
2. Forensic Science Summit: Roadmap to the Year 2000 NIST, Gaithersburg MD March 24-25, 1997
4. National Commission for the Future of DNA Evidence, Lab Funding Working Group, commissioned by Attorney General Janet Reno, group reporter January-1998 to 2001
* The Retention and Subsequent Use of Suspect, Elimination, and Victim DNA Samples or Records; Cecelia A. Crouse and David Kay, October, 2000
5. Florida Crime Laboratory Council: STR's: The Next Generation, May 20-23, 1998
6. National Institute of Justice Grant Review Committee, February 17, 1999 to present
7. Attorney General's Initiative on DNA Laboratory Analysis Backlog (AGID-LAB), commissioned by Attorney General John Ashcroft, workgroup member, January 2002
8. ChoicePoint DNA Advisory Board for the National Rape Evidence Project. March, 2002-current
9. Attorney Generals Initiative on Laboratory Backlog Reduction (AGID-LAB), AG John Ashcroft's DNA working group, March 2002-2003
10. DNA Summit, participant, International Chiefs of Police/NIJ, Washington D.C April 7-8, 2003
11. SWGDM-Scientific Working Group on DNA Analysis and Methods, FBI DNA, January 1, 2003 to present; Chair: Expert Systems Working Group

12. American Academy of Forensic Sciences 56th Annual Meeting; Chair for the Multidisciplinary Symposium: *The Anatomy of a Coerced Confession: Can Post-Conviction Relief Repair the Judicial System*, February 17, 2004
13. National Institute of Justice DNA Grant Technical Working Group, April 2005-present
14. Armed Forces DNA Identification Laboratory Advisory Board, 2006-present

STATEMENT OF QUALIFICATIONS

Name of Lab: Palm Beach County Sheriff's Office

Date: August 2006

Name: Barbara K. Caraballo Title: Forensic Quality Assurance Manager

Discipline(s): Indicate all areas in which you do casework.

- Controlled Substances
- Firearms/Toolmarks
- Trace Evidence
- Toxicology
- Latent Prints
- Management/QA/QC/LIMS/Safety
- Biology
- Documents

Education: List all higher academic institutions attended.

Institution Completed	Dates Attended	Major	Degree
Ohio University	9/77-6/81	Forensic Chemistry	BS
NOVA Southeastern University	1/99 - 9/00	Public Administration	MPA

Other Training: List continuing education, workshops, in-service and other formal training received.
See Attached

Courtroom experience: List the discipline(s) in which you have qualified to testify as an expert witness and indicate over what period of time and approximately how many times you have testified in each.
See Attached

Professional Affiliations: List any professional organization of which you are or have been a member. Indicate any offices or other positions held and the date(s) of these activities.
See Attached

Employment History: List all scientific or technical positions held, particularly those related for forensic science. List current position first. Give a brief summary of principal duties in each position.

(1) Job Title: For .Quality Assurance Manager Employer: Palm Beach Sheriff's Office

Principal Duties: Quality Assurance and Quality Control, Accreditation, Coordinator of LIMS Network, Database Administrator, Special projects, Safety Officer, Grant Administrator, (11/99 to present)

(2) Job Title: Administrative Supervisor Employer: Palm Beach Sheriff's Office
Principal Duties: Supervisor of laboratory evidence section and administrative office. Coordinator of LIMS, special projects, quality

assurance and employee development, safety officer. Budget, Business plan (5/96 to 11/99)

(3) Job Title: Chief Forensic Serologist Employer: Palm Beach Sheriff's Office

Principal Duties: Supervisor and case-working analyst. Responsible for budget, planning, training and the research and implementation of new techniques. (10/91 to 5/96)

(4) Job Title: Forensic Scientist III Employer: Palm Beach Sheriff's Office
 Principal Duties: Case-working forensic serologist. (11/89 to 10/91)

(5) Job Title: Senior Criminalist Employer: Lake County Regional Crime Lab

Principal Duties: Case-working forensic serologist and trace evidence examiner, responsible for crime scene analysis and the implementation of new techniques. (1/87 to 10/89)

(6) Job Title: Criminalist Employer: Lake County Regional Crime Lab

Principal Duties: Case-working forensic serologist and trace evidence examiner. (6/81-1/87)

Other Qualifications: List below any scientific publication and/or presentation you have authored or co-authored, research in which you are or have been involved, academic, or other teaching positions you have held, and any other information which you believe relevant to your qualification as a forensic scientist. Use additional sheets if necessary.
See attached

Statement of Qualification
 Barbara K. Caraballo

Other Training:

- JusticeTrax User's Group, Scottsdale, Arizona 7/10-14/06
- NIJ DNA Grantees Meeting, Washington, DC 6/26-28/06
- FBI Laboratory Management Symposium, Georgia Tech, Atlanta, GA 5/7-11/06
- NIJ Grantees Workshop, Hilton Head, SC, 1/29-2/1/06
- 4th Annual AFQAM Meeting, Indian Rocks, Beach, FL 10/3-7/05
- FBI Laboratory Management Symposium, UM, Ann Arbor, MI 8/14-18/05
- JusticeTrax User's Group, Scottsdale, Arizona 8/7-12/05
- DNA Audit Document Refresher Training, FBI Academy, Quantico, VA (2004)**
- FRN/CLIP Conference, Tampa, FL, (2004)
- 32nd Annual Crime Lab Development Symposium, Minneapolis, MN, (2004)
- AFQAM Meeting, Las Vegas, NV (2004)
- FCLC ISO 17025 Workshop, Largo, FL (2004)
- NIJ DNA Summit (DNA Grant), Washington DC (2004)

AFOAM Meeting, Indianapolis, IN, (2003)
JusticeTrax User's Group Meeting, Phoenix, AZ, (2003)
JusticeTrax User's Group, Phoenix, AZ (2003)
ISO 17025 Workshop, AFOAM Mtg, Austin, TX (2002)
JusticeTrax User's Group, Phoenix, AZ (2002)
ASCLD/LAB Inspector Training, Salt Lake City, UT (2002)
DNA Audit workshop, Washington DC, (2001)
Performing Effective Audits, FBI Academy, Quantico, VA (2000)
JusticeTrax, Advanced Crystal Reporting, Phoenix, AZ (2000)
Laboratory Auditing Workshop, NFSTC (1999)
JusticeTrax, Designing Custom Reports, Phoenix, AZ (1999)
Quality Assurance Symposium, San Antonio, TX (1999)
Proficiency Testing in the Forensic Science Laboratory, AAFS Workshop, Orlando, FL (1999)
JusticeTrax Joint Application Design, Phoenix, AZ (1998)
Ethics in Forensic Science, AAFS Workshop, New York, NY (1997)
Laboratory Quality Assurance, FBI Academy, Quantico, VA. (1996)
CODIS Administrator's Training, Vienna, VA (1997)
CODIS User's Group, Tallahassee, FL (1996)
Statistics and Population Genetics for Forensic Science, Summer Institute in Statistical Genetics, NCSU, Raleigh, NC (1996)
DNA Typing with STR's Workshop, Promega Corp., Madison, WI (1995)
Florida DNA Training Session III, Advanced PCR Applications, Orlando, FL (1995)
Florida DNA Training Session II, PCR Applications, Orlando, FL (1993)
Advanced Aspects of Forensic DNA Analysis, FBI Academy, Quantico, VA., (1992)
HLA DQ α , Polymarker, AMP-FLP Workshop, Perkin-Elmer / Roche Molecular Systems, Richmond, CA. (1992)
Forensic DNA Profiling, Metro-Dade Crime Laboratory, Florida International University graduate credit (1991)
Florida DNA Training Session I, Orlando, FL (1990)
Forensic / Laboratory Application of DNA Typing Methods, FBI Academy, Quantico, VA., University of Virginia graduate credit (1990)
Non-Isotopic Detection of DNA Polymorphisms Workshop, Allo-Type Genetic Testing, Atlanta, GA. (1988)
Human Immunoglobulin Allotyping Workshop, Allo-Type Genetic Testing, Atlanta, GA. (1987)
Biochemical Methods of Bloodstain Analysis, FBI Academy, Quantico, VA., University of Virginia graduate credit (1985)
Microscopy of Hairs and Fibers, FBI Academy, Quantico, VA., (1984)
Bloodstain Pattern Analysis, MAFS, Silver Lake, MN (1984)
Forensic Fiber Microscopy, McCrone Research Institute, Chicago, IL., (1984)
Advanced Trace Evidence Microscopy, McCrone Research Institute, Chicago, IL., (1983)
Semen Identification, Serological Research Institute, Emeryville, CA., (1982)
Applied Polarized Light Microscopy, McCrone Research Institute, Chicago, IL., (1981)

Courtroom Experience

1. Forensic Serology, 15 years, 80 times
2. Forensic DNA Analysis, 5 years, 6 times

3. Trace Evidence Analysis, 14 years, 45 times
4. Hair and Fiber, 45 times
5. Glass, 5 times
6. Paint, 5 times
7. Impression-shoe and fabric, 10 times
8. Mechanical matches, 10 times
9. Particle analysis, 10 times
10. Headlamp analysis, 5 times
11. Bloodstain Pattern analysis, 5 times

Expert witness testimony in the fields of Forensic Serology, Trace Evidence Examination, Drug Analysis, Crime Scene Analysis, Collection and Preservation of Biological Evidence and Bloodstain Pattern Analysis. Over 100 sworn testimonies in Common Pleas and Circuit Courts in Ohio, Pennsylvania and Florida.

Professional Affiliations

AFQAM

American Academy of Forensic Sciences, Criminalistics Section (Member)

Midwestern Association of Forensic Scientists (Member)

Southern Association of Forensic Scientists (Member)

Other Qualifications

Certification:

American Board of Criminalistics, Diplomate

ASCLD/LAB Inspector – Biology

Invited Lectures (Selected Listing):

Technical Services Bureau, Evidence Submission and Analysis - Palm Beach Sheriff's Office Law Enforcement FTO High Liability Training Program. 1999 – 2005

PBSO New Employee Orientation, Safety Committee and Broken Star. 2002 - 2004

Technical Services Bureau, Evidence Submission and Analysis - Palm Beach Sheriff's Office Law Enforcement Training Program, Feb. - June 2000

Crime Laboratory Procedures and Quality Assurance - Palm Beach County State's Attorneys Office, Feb. 1999

Crime Laboratory Evidence Submission and Packaging - PBSO FTO Training Instructor 1997- 1999

Crime Scene Procedure - The Collection and Preservation of Evidence Seminar- "Evidence Submission Procedures", Sponsored by the State Attorney's Office, 15th Circuit Court, FL, July 1997

Florida DNA Training Session III: Advanced PCR Applications - "Laboratory Needs for STR Systems", May 1995

Florida Division Of the International Association for Identification District VII - "Crime Lab Evidence", May 1994

Victimology, Sponsored by Palm Beach Atlantic College - "Sexual Assault Evidence and DNA Analysis", February, 1994

Florida Criminal Justice Executive Institute - "Violent Crime Investigations: Introduction to Crime Lab Procedures", September 1993

Palm Beach State Attorney's Office - DNA Workshop, May/June 1993

Florida DNA Training Session II: PCR Applications - "Technical Issues", May 1993

Panel Discussion Participant:

LIMS Systems - AFQAM, Austin, Texas, October 2002

JusticeTrax Joint Application Design Session, Phoenix, AZ, June 2000

AG Communications LIMS-plus Joint Application Design Session, Phoenix, AZ August 1998

FBI STR Standardization Committee - PBSO Management Representative Washington DC, April 1996 - November 1997

Licensing and Technology Transfer Issues for DNA Identity Testing Laboratories - Fifth International Symposium on Human Identification, Scottsdale, AZ October 1994

Quality in Forensic Science - American Academy of Forensic Sciences, Boston, Mass. February 1993

Publication:

Crouse C.A., Vincek V., Caraballo B.K., "Analysis and Interpretation of the HLA DQ α 1.1 Weak-Signal Observed During the PCR-Based Typing Method", Journal of Forensic Sciences, Vol. 39, No.1, January 1994, pp. 42-52

Service:

1. American Board of Criminalistics - Proficiency Review Committee 1994-1996, Recertification Committee, 1996-1999, 2001-2007
2. American Academy of Forensic Sciences - Criminalistics Section Surplus Funds Committee, 1994-1996.
3. PBSO Safety Committee, Co-Chair
4. PBSO Broken Star Committee
5. AFQAM, Strategic Planning Committee, and Chair
6. ASCLD/LAB Inspector, Biology

STATEMENT OF QUALIFICATIONS

Name of Lab: Palm Beach County Sheriff's Office

Date: November 30, 2006

Name: Amy McGuckian

Title: DNA Technical Leader

Discipline(s): Indicate all areas in which you do casework.

- Controlled Substances
- Firearms/Toolmarks
- Trace Evidence
- Toxicology
- Latent Prints
- Documents
- Serology/DNA

Education: List all higher academic institutions attended.

Institution	Dates Attended	Major	Degree Completed
<u>Siena College</u>	<u>1993 – 1997</u>	<u>Biology</u>	<u>B.S.</u>
<u>The George Washington University</u>	<u>1997 – 1999</u>	<u>Forensic Science/Serology</u>	<u>MSFS</u>

Other Training: List continuing education, workshops, in-service and other formal training received.

- 7/18/00-7/19/00 DNA typing with STR's: Fundamental Techniques and Practical Applications
- 12/4/00-12/5/00 Courtroom testimony techniques
- 3/11/01-3/16/01 4th Annual STR Megaplex Advanced Research and Training Workshop
- 5/30/01-6/01/01 Interpreting DNA Evidence, Summer Institute in Statistical Genetics
- 8/27/01-8/31/01 Analysis of Short Tandem Repeats by Capillary Electrophoresis
- 3/11/02-3/14/02 5th Annual STR Megaplex Advanced Research and Training Workshop
- 3/23/03-3/27/03 6th Annual STR Megaplex Advanced Research and Training Workshop
- 6/05/03-6/06/03 DNA Auditor Training
- 3/29/04-4/01/04 7th Annual STR Megaplex Advanced Research and Training Workshop
- 5/10/04-5/13/05 3rd Annual Advanced DNA Technology Workshop East
- 4/4/05-4/06/05 Present and Future Technological Advances in Human Identification Conference
- 8/21/05-8/26/05 17th Meeting of the International Association of Forensic Sciences
- 5/30/06-6/2/06 5th Annual Advanced DNA Technology Workshop
- 11/28/06 Biomek FX and NX Fundamentals Programming
- 11/29/06 – 11/30/06 Biomek FX and NX Methods Programming, 3.2 Software

Courtroom experience: List the discipline(s) in which you have qualified to testify as an expert witness and indicate over what period of time and approximately how many times you have testified in each.

Serology/DNA 08/00 – Present – 25 Times

Professional Affiliations: List any professional organization of which you are or have been a member. Indicate any offices or other positions held and the date(s) of these activities.
 American Academy of Forensic Sciences - Trainee Affiliate 2/2002 - Associate Member 2/2004

Name: Amy McGuckian

Employment History: List all scientific or technical positions held, particularly those related for forensic science. List current position first. Give a brief summary of principal duties in each position.

(1) Job Title: DNA Technical Leader Employer: Palm Beach County Sheriff's Office
 Principal Duties: Primarily responsible for documentation of the DNA Training Program, implementation of the DNA Training Program, maintenance of PBSO Serology/DNA protocols, evaluation of all methods used by the laboratory and proposing new DR modified analytical procedures to be used by examiners, as well as, solving technical problems within the laboratory. In addition perform forensic science examination performing forensic science examinations: including screening crime scene evidence, identification of biological evidence, conducting DNA PCR-based analysis and comparison of genetic DNA profiles from evidence-to-evidence, evidence-to-victim, and/or evidence-to-suspects. Preparing reports of findings for use by the criminal justice system and testifying in court as an expert witness. Also responsible for participating in the research and validation of new technologies implemented on case work evidence and present scientific data at national and international meetings.

(2) Job Title: Sr. Forensic Scientist Employer: Palm Beach County Sheriff's Office
 Principal Duties: Performing forensic science examinations: including screening crime scene evidence, identification of biological evidence, conducting DNA PCR-based analysis and comparison of genetic DNA profiles from evidence-to-evidence, evidence-to-victim, and/or evidence-to-suspects. Preparing reports of findings for use by the criminal justice system and testifying in court as an expert witness. Also responsible for participating in the research and validation of new technologies implemented on case work evidence and present scientific data at national and international meetings.

(3) Job Title: Forensic Science Intern Employer: FBI National Academy/Forensic Science Training & Research Principal Duties: Participated in a validation study of Perkin Elmer's Taqman 7700 sequence detector. Also performed STR DNA analysis for graduate thesis research on Applied Biosystems' 310 capillary electrophoresis and 377 gel electrophoresis.

(4) Job Title: Science Intern Employer: New York State Department of Health Labs
 Principal Duties: Studied the metabolic products of vitamin k₃ in human cytosol and compared the human metabolites to those found in tests performed in rat cytosol. HPLC was utilized to identify the metabolic products and determine the amount present.

Other Qualifications: List below any scientific publication and/or presentation you have authored or co-authored, research in which you are or have been involved, academic, or other teaching positions you have held, and any other information which you believe relevant to your qualification as a forensic scientist. Use additional sheets if necessary.

1999 – Presentation American Academy of Forensic Science “Use of Microron® micro concentrators to maximize analyses of suspected seminal stains”.

1997-1999 – Graduate thesis research “An Evaluation of Acid Phosphatase, Prostate Specific Antigen, and Short Tandem Repeat (STR) DNA Analysis on the same semen stain”.

Steve Lee, Xavier Aranda, Dennis Yip, Arther Eisenberg, Cecelia A. Crouse, Amy McGuckian, et. al. Analysis of the FMBIO III plus: AAFS, February 21-25, 2005.

Presentation: Automation: The Answer to Improving Efficiency in a Small Forensic DNA Laboratory: 17th Meeting of the International Association of Forensic Sciences. Hong Kong, China, August 21 – 26, 2005.

Steve Lee, Xavier Aranda, Dennis Yip, Arther Eisenberg, Cecelia A. Crouse, Amy McGuckian, et. al. Inter-Laboratory Studies on the PowerPlex Y Using the FMBIO III Plus: 16th International Symposium on Human Identification Grapevine, TX, September 25-29, 2005.

Crouse, C. A., Yeung, S. H. I, Greenspoon, S. A, McGuckian, A. B., Sikorsky, J. C., Bann, J. and Matheis, R. A. Improving Efficiency of a Small Forensic DNA Laboratory: Validation of Robotic Assays and Evaluation of a Microcapillary Array Device. *Croatian Medical Journal* 2005;46(4):563-577.

Yeung, S. H. I., Greenspoon, S.A, McGuckian, A. B., Crouse, C. A., Emrich, C.A., Ban, J. and Mathies, R.A. Rapid and High-throughput Forensic Short Tandem Repeat Typing Using a 96-lane Microfabricated Capillary Array Electrophoresis Microdevice. *J Forensic Sci.* 2006;51:740-747.

2006 – Workshop Instructor: Improving Efficiency in a Forensic Laboratory, Midwestern Association of Forensic Scientists, October 9, 2006.

Dale Sisson

Grants Manager
 Palm Beach County Sheriff's Office

E d u c a t i o n

- Palm Beach Atlantic College** 1986 - 1991
 West Palm Beach, FL
BS Computer Information Systems.
Emphasis Area: Information Systems and Accounting.
- Software AG** April, 1996
 Richmond, VA
Intermediate Construct Programming
- Delphi Programming Retreat** May, 2000
 St. Augustine, FL
Delphi Programming Fundamentals
- Management Concepts** Jan, 2002
 Vienna, VA
Grants and Contracts Managment

S u m m a r y o f q u a l i f i c a t i o n s

For ten years I served in the Information Systems Division of the Sheriff's Office. During that time, I was responsible for several projects, which included designing and developing systems which directly impact the Oracle Financial System. These systems required that data, which was generated by an outside vendor, in this case the County, interface properly with the PBSO General Ledger. Thus, knowledge and familiarity of public sector finance was a prerequisite to the development and support of these systems. Additionally, I have worked on similar systems and agreements with several outside vendors. For these agreements, I developed multiple software programs to collect the data from these institutions and create a means by which our new systems will be able to make use of this information.

Since leaving the Information Systems Department, I have continued to rely on my extensive technical background and expanding my project management skills while working with the Grants Unit. One of the main components of working with Grants is Financial Management. Financial Management includes the development of budgets and expense monitoring utilizing databases and spreadsheets and Oracle to assist in properly monitoring grant program expenses. Working with grants has required me to become proficient with the Oracle Financial System both with Accounts Payable and Accounts Receivable. I have extensive knowledge of the Oracle Financial System's many reports and maintaining the general ledger. Working with grants has also required me to become proficient with the Oracle Payroll System including the Time and Attendance Management System. I also have used several aspects of the Oracle Human Resources System through the costing of grant personnel including the creation of individual Personal Action Forms. The ability to utilize these individual systems and work well with the Finance, Payroll, and Human Resources personnel has given me a unique opportunity to understand how these systems work together. I have also been involved with a not-for-profit travel soccer organization for the past ten years and five of those years have been a member of their board of directors. During those five years on the board, I was responsible with managing several individual coaches in the girls program as the Girls Administrator. This past year I was asked to serve as the president of the board which has been an honor. In my new role as president I have been working with the Director of Coaches on implementing a youth development program for ages five to eleven and a team curriculum for entire organization which has approximately 250 members.

Professional experience

Palm Beach County Sheriff's Office

West Palm Beach, FL

April, 1996 - 2000

Programming in various systems and various programming languages throughout the agency. This also includes several different hardware platforms, including Mainframe and Personal Computer.

West Palm Beach, FL

Oct. 2000 - Present

Currently managing Grants, Contracts and Cooperative Agreements in the Grants Unit. My primary responsibility is maintaining the financial integrity of the Sheriff's Office as it relates to the Grants Unit.

West Palm Beach, FL

Aug. 2000 - Present

Serving as board member for Palm Beach United, a soccer organization with teams from eight years of age to eighteen. These teams play in leagues and tournaments both locally and nationally. This experience has required me to work with other individuals with Palm Beach United to create short term and long term strategies for the entire organization to continue in an effort to develop players.

Additional professional activities

- *Was extensively involved in the conversion of data into the Oracle Financial system and have a good knowledge of the Accounting structure being used.*
- *Have been involved with Wright Express, the gas card company being used by the Sheriff's Office, to write an interface for their data into Oracle.*
- *Currently I have a strong relationship with Human Resources through my interaction over the past several years as a Grants Manager working to define and properly cost over thirty grant funded positions.*
- *Currently I have a strong relationship with Payroll through my interaction over the past several years as a Grant Manager utilizing the payroll function of Oracle to collect the necessary documentation required for grant funding.*
- *Currently I have a strong relationship with Accounting through my interaction over the past several years as a Grants Manager working with Accounts Payable and Accounts Receivable to maintain financial integrity as it relates to the general fund and grant fund.*
- *Currently a Florida of Government Finance Officers Association (FGFOA) member.*
- *Currently I am responsible to approve all grant related purchases which requires I have a strong understanding of the purchasing and procurement guidelines followed by the public sector as required by the Office of Finance, Management and Budget.*

Community activities

- *Coach the Boys Varsity Soccer team at Summit Christian School. Have been involved in this program for ten years.*
- *Coached the Girls Varsity Soccer team at King's Academy. Was involved in this program for five years.*
- *Coach with Palm Beach United F.C. a club/travel soccer program. I have been involved with this program for over ten years as a coach and serving on their Board.*
- *I am currently President of the Board at Palm Beach United F.C. and will serve a two year term.*

Previous and Current NIJ Grant Awards

Previous

Solicitation for the Forensic DNA Laboratory Improvement Program
State of Florida Statewide Coordinated DNA Laboratory Program 1996-1997
96-IJ-CX-0095
Grant Period 10/1/96 – 3/31/98
\$158,966
U.S. Department of Justice/National Institute of Justice

Solicitation for the Forensic DNA Laboratory Improvement Program
State of Florida Statewide Coordinated DNA Laboratory Program 1998-1999
98-DN-VX-0034
Grant Period 10/1/98 – 3/31/00
\$195,060
U.S. Department of Justice/National Institute of Justice

Solicitation for the Forensic DNA Laboratory Improvement Program
State of Florida Statewide Coordinated DNA Laboratory Program
98-DN-VX-0034
DNA Consortium Grant
Grant Period 10/1/00 - 12/31/2001
\$237,441
U.S. Department of Justice/National Institute of Justice

No Suspect Casework DNA Backlog Reduction Program (FY 2001)
State of Florida Statewide Coordinated DNA Laboratory Program
2002-DN-BX-K006
Grant Period 7/1/02-12/31/04
\$581,831
U.S. Department of Justice/National Institute of Justice

Crime Laboratory Improvement Program for FY 2002
2003-LP-CX-K010
Grant Period 10/1/02-6/30/04
\$158,465
U.S. Department of Justice/National Institute of Justice

Paul Coverdell National Forensic Science Improvement Act Grant
State of Florida Statewide Coordinated Laboratory Program
2003-DN-BX-0012
Grant Period 10/1/02-7/1/2004
\$11,438.88
U.S. Department of Justice/National Institute of Justice
No Suspect Casework DNA Backlog Reduction Program (FY 2003)

State of Florida Statewide Coordinated DNA Laboratory Program
2003-DN-BX-K109
Grant Period 9/1/03-2/28/05
\$377,174
U.S. Department of Justice/National Institute of Justice

Paul Coverdell National Forensic Science Improvement Act Grant
State of Florida Statewide Coordinated Laboratory Program
2003-DN-BX-0049
Grant Period 9/1/03-2/28/2005
\$12,769.13

Paul Coverdell National Forensic Science Improvement Act Grant
State of Florida Statewide Coordinated Laboratory Program
2004-DN-BX-0152
Grant Period 11/1/04-10/31/2005
\$23,412.80

NIJ DNA Continuation Grant

Palm Beach County Florida, Continuation of DNA Program FY2004
2003-DN-BX-4035
Grant Period 8/1/04 – 1/31/06
\$674,414

NIJ DNA Capacity Enhancement Program

State of Florida Formula Grant FY 2004
2004-DN-BX-K105
Grant Period 9/1/04 – 2/28/06
\$181,765

Current

NIJ Forensic Casework DNA Backlog Reduction Program

State of Florida Formula Grant FY 2004
2004-DN-DB-K140
Grant Period 9/1/04 – 8/31/07
\$191,807

NIJ Solving Cold Cases with DNA

PBSO Solving Cold Cases with DNA Program
2004-DN-BX-K031
Grant Period 6/1/05-12/31/07
\$374,761

NIJ DNA Capacity Enhancement Program

State of Florida Formula Grant FY 2005

2005-DA-BX-K075
Grant Period 10/1/05 – 9/30/07
\$152,103

NIJ Forensic Casework DNA Backlog Reduction Program

State of Florida Formula Grant FY 2005
2005-DN-DX-K099
Grant Period 10/1/05 – 9/30/07
\$118,830

NIJ DNA Capacity Enhancement Program

State of Florida Formula Grant FY 2006
2006-DN-BX-K224
Grant Period 10/1/06 – 9/30/07
\$205,343

NIJ Forensic Casework DNA Backlog Reduction Program

State of Florida Formula Grant FY 2006
2006-DN-DX-K071
Grant Period 10/1/06 – 9/30/07
\$103,115

Paul Coverdell National Forensic Science Improvement Act Grant

State of Florida Statewide Coordinated Laboratory Program 2005
2005-DN-BX-0073
Grant Period 9/1/05 – 9/30/07
\$35,008.60

Paul Coverdell National Forensic Science Improvement Act Grant

State of Florida Statewide Coordinated Laboratory Program 2006
2006-DN-BX-0041
Grant Period 10/1/06 – 9/30/07
\$39,559.48

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
NATIONAL INSTITUTE OF JUSTICE

FY 2007 Forensic DNA Backlog Reduction Program

Certification as to the Accreditation Status of
Forensic DNA Laboratories

On behalf of the applicant agency named below, I certify the following to the U.S. Department of Justice, Office of Justice Programs, National Institute of Justice:

1. The applicant's forensic DNA laboratory (or laboratory system) undergoes external audits, not less than once every 2 years, that demonstrate compliance with the DNA Quality Assurance Standards established by the Director of the Federal Bureau of Investigation, and

(Check the box that applies)

Is accredited by: ASCLD/LAB; or
(Insert name of accrediting agency)

Intends to submit, no later than September 30, 2007, an application for accreditation by:

(Insert name of accrediting agency)

2. Each DNA analysis funded by an award under the FY 2007 Forensic Backlog Reduction Program will be conducted by a DNA laboratory that undergoes external audits, not less than once every two years, that demonstrate compliance with DNA Quality Assurance Standards established by the Director of the Federal Bureau of Investigation, and is either—

- An accredited government-owned laboratory operated by the applicant agency;
- An accredited government-owned laboratory operated by another government agency; or
- An accredited fee-for-service vendor.

I have authority to make this certification on behalf of the applicant agency.


Signature of Certifying Official

Benjamin A. Perillo
Printed Name of Certifying Official

Division Manager
Title of Certifying Official

Palm Beach County Sheriff's Office
Name of Applicant Agency

Technical Services Division/Forensic Biology Unit
Name of Applicant State or Unit of Local Government

06/12/2007
Date

BUDGET NARRATIVE
(\$200, 831)

- A. **Personnel:** Not Applicable
- B. **Fringes:** Not Applicable
- C. **Travel:** Not Applicable
- D. **Equipment: \$194,209** The only forensic Short Tandem Repeat (STR) DNA detection systems that are currently available that have been accepted at NDIS and have been accepted in court are manufactured by Perkin-Elmer, specifically the capillary-based instruments. Upon consultation, it has been determined that initially the ABI 3130xl Genetic Analyzer will best accommodate a laboratory the size of PBSO. The ABI 3130xl is a four capillary, 96 well format and as a result, reagents and equipment associated with the use of this instrument must be purchased. Specialized centrifuges are necessary to accommodate the microtiter plates and another for microcentrifuge test tubes. A hood will be necessary for the preparation of the amplified product due to the use of formamide during the preparation steps. Additional necessary equipment includes: ABI User licenses, laptop computer workstations for data analysis and interpretation, refrigerator to store reagents, UPS emergency system. Installation/On site training, Dell Workstation, User Documentation and the 3130xl software package is included in the purchase.

Item	Quantity	Total Price
AB 3130xl Genetic Analyzer HID,	1	\$134,780
Freight (instrument)	1	\$923
AB 3130xl Genetic Analyzer Assurance Agreement	1	\$11,961
GeneMapper IDv3.2 2-4 addition licenses	10	\$22,500
Freight-software	1	\$45
Validation Support	8	\$24,000

- E. **Supplies: \$6,622** Materials including reagents for validation and training of analysts. Disposables (96-well plates, hybridization trays, HI DI formamide), syringes, polymer, capillary arrays, buffer, CE cleaning kit, manual, QuantiBlot kits and documentation supplies (general office supplies) will be necessary to conduct validation studies.

- F. **Construction:** Not Applicable
- G. **Consultants / Contracts:** Not Applicable
- H. **Other:** Not Applicable
- I. **Indirect Costs:** Not Applicable

BUDGET SUMMARY

Personnel:	\$0
Fringes:	\$0
Travel:	\$0
Equipment:	\$194,209
Supplies:	\$6,622
Construction:	\$0
Consultants / Contracts:	\$0
Other:	\$0
Indirect Costs:	\$0
 TOTAL PROJECT COSTS	 <u>\$200,831</u>
Federal Request	\$0
Non-Federal Amount	\$0

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-4

1. TYPE OF SUBMISSION: <i>Application</i> <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<i>Preapplication</i> <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		2. DATE SUBMITTED 06/19/2007	Applicant Identifier
3. DATE RECEIVED BY STATE				State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY				Federal Identifier	
5. APPLICANT INFORMATION					
Legal Name: Palm Beach County Sheriff's Office			Organizational Unit: Technical Services, Forensic Biology Unit		
Address (give city, county, state, and zip code): 3228 Gun Club Road West Palm Beach, FL 33406			Name and telephone number of the person to be contacted on matters involving this application (give area code) Cecelia A. Crouse, Ph.D. 561-688-4226		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 5 9 - 6 0 0 0 7 8 6			7. TYPE OF APPLICANT: (enter appropriate letter in box) <input checked="" type="checkbox"/> N A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify): Sheriff		
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify):			9. NAME OF FEDERAL AGENCY: National Institute of Justice, Office of Justice Programs		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 1 6 . 7 4 1 TITLE: 16.743 FY 2007 For. DNA Backlog Red. Prog.			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: FY 2007 Forensic DNA Backlog Reduction Program Palm Beach County Sheriff's Office		
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.): Palm Beach County, FL					
13. PROPOSED PROJECT:		14. CONGRESSIONAL DISTRICTS OF:			
Start Date 10/01/2007	Ending Date 09/30/2008	a. Applicant FL 16, 19, 22, 23		b. Project FL 16, 19, 22, 23	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?			
a. Federal	\$ 200,831 .00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE 06/19/2007			
b. Applicant	\$.00	b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
c. State	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No			
d. Local	\$.00				
e. Other	\$.00				
f. Program Income	\$.00				
g. TOTAL	\$ 200,831 .00				
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED					
a. Typed Name of Authorized Representative Ric L. Bradshaw		b. Title Sheriff		c. Telephone number 561-688-3021	
d. Signature of Authorized Representative				e. Date Signed 6/24/07	

Previous Editions Not Usable

Standard Form 424 (REV. Prescribed by OMB Circular A



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63.
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 *et seq.*), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); *see* Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 *et seq.*), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature

Date

6/14/07

Disclosure of Lobbying Activities

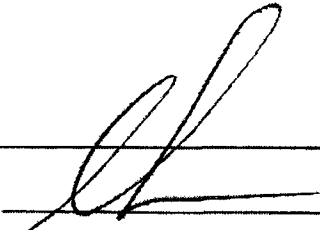
Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse side for instructions.)

Public Reporting Burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Palm Beach County Sheriff's Office 3228 Gun Club Road West Palm Beach, FL 33406 Congressional District, if known: <u>16,19,22,23</u>	5. If Reporting Entity in No. 4 is Subawardee, enter Name and Address of Prime: N/A Congressional District, if known:	
6. Federal Department/Agency: National Institute of Justice	7. Federal Program Name/Description: Paul Coverdell Forensic Science Improvement Program CFDA Number, if applicable: <u>16.742</u>	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ <u>66,980</u>	
10a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A	b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI): N/A	

11. Information requested through this form is authorized by Sec.319, Pub. L. 101-121, 103 Stat. 750, as amended by sec. 10; Pub. L. 104-65, Stat. 700 (31 U.S.C. 1362). This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: 
 Print Name: Ric L. Bradshaw
 Title: Sheriff, Palm Beach County, FL
 Telephone No.: (561) 688-3021 Date: 6/24/07

Protection of Human Subjects Assurance Identification/IRB Certification/Declaration of Exemption (Common Rule)

Policy: Research activities involving human subjects may not be conducted or supported by the Departments and Agencies adopting the Common Rule (56FR28003, June 18, 1991) unless the activities are exempt from or approved in accordance with the Common Rule. See section 101(b) of the Common Rule for exemptions. Institutions submitting applications or proposals for support must submit certification of appropriate Institutional Review Board (IRB) review and approval to the Department or Agency in accordance with the Common Rule.

Institutions must have an assurance of compliance that applies to the research to be conducted and should submit certification of IRB review and approval with each application or proposal unless otherwise advised by the Department or Agency.

1. Request Type <input type="checkbox"/> ORIGINAL <input type="checkbox"/> CONTINUATION <input checked="" type="checkbox"/> EXEMPTION	2. Type of Mechanism <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> CONTRACT <input type="checkbox"/> FELLOWSHIP <input type="checkbox"/> COOPERATIVE AGREEMENT <input type="checkbox"/> OTHER:	3. Name of Federal Department or Agency and, if known, Application or Proposal Identification No. National Institute of Justice 16.742
4. Title of Application or Activity Paul Coverdell Forensic Science Improvement Grants Program FY 2007 Palm Beach County Sheriff's Office		5. Name of Principal Investigator, Program Director, Fellow, or Other Dustin Tate Yeatman

6. Assurance Status of this Project (Respond to one of the following)

- This Assurance, on file with Department of Health and Human Services, covers this activity:
Assurance Identification No. _____, the expiration date _____ IRB Registration No. _____
- This Assurance, on file with (agency/dept) _____, covers this activity.
Assurance No. _____, the expiration date _____ IRB Registration/Identification No. _____ (if applicable)
- No assurance has been filed for this institution. This institution declares that it will provide an Assurance and Certification of IRB review and approval upon request.
- Exemption Status: Human subjects are involved, but this activity qualifies for exemption under Section 101(b), paragraph _____.

7. Certification of IRB Review (Respond to one of the following IF you have an Assurance on file)

- This activity has been reviewed and approved by the IRB in accordance with the Common Rule and any other governing regulations.
by: Full IRB Review on (date of IRB meeting) _____ or Expedited Review on (date) _____
 If less than one year approval, provide expiration date _____
- This activity contains multiple projects, some of which have not been reviewed. The IRB has granted approval on condition that all projects covered by the Common Rule will be reviewed and approved before they are initiated and that appropriate further certification will be submitted.

8. Comments

No Human subjects/participants will be tested as a result of this award

9. The official signing below certifies that the information provided above is correct and that, as required, future reviews will be performed until study closure and certification will be provided.	10. Name and Address of Institution Palm Beach County Sheriff's Office 3228 Gun Club Road West Palm Beach, FL 33406
11. Phone No. (with area code) 561-688-3021 12. Fax No. (with area code) 561-688-4233 13. Email: BradshawR@pbso.org	15. Title Sheriff, Palm Beach County, FL
14. Name of Official Ric L. Bradshaw	17. Date 6/14/07
16. Signature 	Sponsored by HHS

Authorized for local Reproduction

Public reporting burden for this collection of information is estimated to average less than an hour per response. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: OS Reports Clearance Officer, Room 503 200 Independence Avenue, SW., Washington, DC 20201. Do not return the completed form to this address.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT,
SUSPENSION AND OTHER RESPONSIBILITY MATTERS
AND
DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS
(DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
- (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N.W.,
Washington, D.C. 20531

Notice shall include the identification number(s) of each affected grant;

- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ___ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ___ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620

- A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N.W.,
Washington, D.C. 20531

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:
Palm Beach County Sheriff's Office
3228 Gun Club Road
West Palm Beach, FL 33406
-

2. Application Number and/or Project Name:

Paul Coverdell Forensic Science Improvement Grants Program FY 2007
Palm Beach County Sheriff's Office

3. Grantee IRS/Vendor Number 59-6000786

4. Type/Print Name and Title of Authorized Representative

Ric L. Bradshaw, Sheriff, Palm Beach County, FL

5. Signature

6. Date

OJP FORM 4061/6 (3-91) REPLACES OJP FORMS 4061/2, 4061/3 AND 4061/4 WHICH ARE OBSOLETE.
OFFICE OF JUSTICE PROGRAMS BJA NIJ OJJDP BJS OVC

PALM BEACH COUNTY
SHERIFF'S OFFICE

RIC L. BRADSHAW, SHERIFF



Privacy Certificate

Grantee₁, Palm Beach County Sheriff's Office certifies that data *identifiable to a private person*₂ will not be used or revealed, except as authorized in 28 CFR Part 22, Sections 22.21 & 22.22.

Brief Description of Project (required by 28 CFR §22.23(b): The Palm Beach County Sheriff's Office Technical Services Division, Toxicology Unit (PBSO) is requesting grant monies associated with the Paul Coverdell Forensic Science Improvement Grants Program in order to provide funding for training of staff and purchase of equipment and supplies to validate procedures for post-mortem toxicological analysis

No data identifiable to a private person will be collected .

Grantee certifies that any private person from whom identifiable information is collected or obtained shall be notified, in accordance with 28 CFR §22.27, that such data will only be used or revealed for research or statistical purposes and that compliance with the request for information is not mandatory and participation in the project maybe terminated at any time. In addition, grantee certifies that where findings in a project cannot, by virtue of sample size or uniqueness of subject, be expected to totally conceal the identity of an individual, such individual shall be so advised.

Procedures to notify subjects that such data will only be used or revealed for research or statistical purposes and that compliance with the request for information is not mandatory and participation in the project maybe terminated at any time as required by 28 CFR §22.23(b)(4):

Not Applicable since no data identifiable to a private person will be collected.

If notification of subjects is to be waived, pursuant to 28 CFR §22.27(c), please provide a justification: Not Applicable since no data identifiable to a private person will be collected.

Grantee certifies that project plans will be designed to preserve the confidentiality of private persons to whom information relates, including where appropriate, name-stripping, coding of data, or other similar procedures.

Procedures developed to preserve the confidentiality of personally identifiable information, as required by 28 CFR §22.23(b)(7): Not Applicable

Grantee certifies that, if applicable, a log will be maintained indicating that (1) identifiable data have been transferred to persons other than employees of NIJ, BJA, BJS, OJJDP, Not Applicable since no data identifiable to a private person will be collected

OVC, OJP, or grantee/contractor/subcontractor staff; and (2) such data have been returned or that alternative arrangements have been agreed upon for future maintenance of such data, in accordance with 28 CFR §22.23(b)(6).

Justification for the collection and/or maintenance of any data in identifiable form, if applicable: Not Applicable since no data identifiable to a private person will be collected

Procedures for data storage, as required by 28 CFR §22.23(b)(5): Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that all contractors, subcontractors, and consultants requiring access to identifiable data will agree, through conditions in their subcontract or consultant agreement, to comply with the requirements of 28 CFR §22.24, regarding information transfer agreements. Grantee also certifies that NIJ will be provided with copies of any and all transfer agreements before they are executed as well as the name and title of the individual(s) with the authority to transfer data.

Description of any institutional limitations or restrictions on the transfer of data in identifiable form, if applicable: Not Applicable since no data identifiable to a private person will be collected

Name and title of individual with the authority to transfer data: Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that access to the data will be limited to those employees having a need for such data and that such employees shall be advised of and agree in writing to comply with the regulations in 28 CFR Part 22. Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that all project personnel, including subcontractors, have been advised of and have agreed, in writing, to comply with all procedures to protect privacy and the confidentiality of personally identifiable information.

Access to data is restricted to the following individuals, as required by 28 CFR

§22.23(b)(2): Not Applicable since no data identifiable to a private person will be collected

Principal Investigator(s): Not Applicable since no data identifiable to a private person will be collected

Project Staff: Not Applicable since no data identifiable to a private person will be collected

Contractors, Subcontractors, and/or Consultants: Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that adequate precautions will be taken to ensure administrative and physical security of identifiable data and to preserve the confidentiality of the personally identifiable information.

Procedures to insure the physical and administrative security of data, as required by 28 CFR

§22.25(b), including, if applicable, a description of those procedures used to secure a name

index: Not Applicable since no data identifiable to a private person will be collected

Procedures for the final disposition of data, as required by 28 CFR §22.25: Not Applicable since no data identifiable to a private person will be collected
Name and title of individual authorized to determine the final disposition of data: Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that copies of all questionnaires, informed consent forms and informed consent procedures designed for use in the project are attached to this Privacy Certificate. Not Applicable since no data identifiable to a private person will be collected


Grantee certifies that project findings and reports prepared for dissemination will not contain information which can reasonably be expected to be identifiable to a private person, except as authorized by 28 CFR §22.22. Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that the procedures described above are correct and shall be carried out. Not Applicable since no data identifiable to a private person will be collected

Grantee certifies that the project will be conducted in accordance with all the requirements of the Omnibus Crime Control and Safe Streets Act of 1968 as amended and the regulations contained in 28 CFR Part 22. Not Applicable since no data identifiable to a private person will be collected

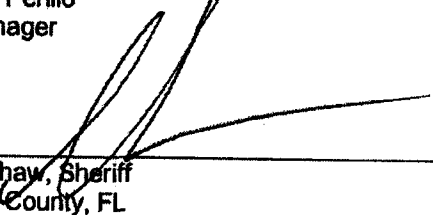
Grantee certifies that NIJ shall be notified of any material change in any of the information provided in this Privacy Certificate. Not Applicable since no data identifiable to a private person will be collected

Signature(s):



Benjamin A. Perillo
Division Manager

Date 6/12/07



Ric L. Bradshaw, Sheriff
Palm Beach County, FL

Date 6/14/07