

Forensic Laboratory (3017P)

Program Locator

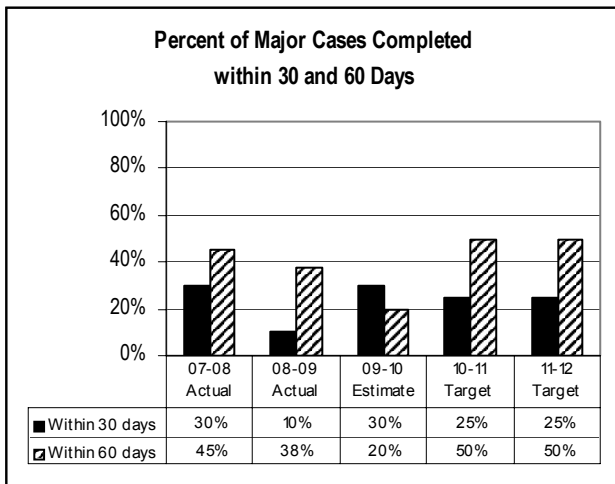
- County
 - Healthy Community
 - Sheriff's Office
 - Administrative and Support Services
 - Professional Standards Bureau
 - ▷ **Forensic Laboratory**
 - Patrol Bureau
 - Investigations Bureau
 - Office of Emergency Services
 - Maguire Correctional Facility
 - Custody Programs
 - Court Security and Transportation Services

analytical services, which results in professional conclusions and expert testimony to support the investigation and adjudication of alleged criminal activity and to ensure public safety.

Services and Accomplishments

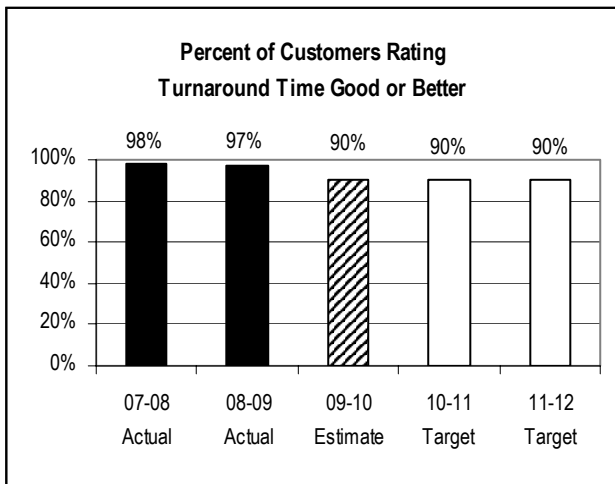
The Forensic Laboratory primarily contributes to the Shared Vision of a Healthy Community by 2025 by ensuring proper evaluation and analysis of evidence collected at a crime scene, which is instrumental to the investigation, solution and prosecution of crimes. Forensic laboratories make critical and cost effective contributions to law enforcement. Timely identification or elimination of suspects improves the quality of justice and saves countless hours of investigative time that would otherwise be spent on following false leads. These activities directly help maintain and enhance the safety of residents and visitors, assist vulnerable portions of the population to achieve a better quality of life, and help children to grow up in safe neighborhoods.

Headline Measures



The following are major accomplishments in the current year:

- The Laboratory completed the application process for the International Accreditation Program of ISO:17025
- Provided professional training to client agencies in the field of evidence collection and photography
- Used grant funds to offset labor and laboratory supplies necessary for testing.
- Continued collaboration with Santa Clara County Crime Laboratory, Los Angeles County Coroner's Office, and Redwood Toxicology Laboratory to offset operating costs
- Renewed the Laboratory's contract services with the Vallejo, Concord, and Hayward Police Departments
- Trained and tested five volunteer interns to assist in the process of latent finger prints
- Completed the training of two Firearms Examiners
- Accepted responsibility for the Phlebotomy Services contract from Health Services Department
- Established an amortization fund for instrument replacement



Story Behind Performance

The Laboratory submitted its application to the American Society of Crime Laboratory Directors / Laboratory Accreditation Board (ASCLD / LAB) for accreditation under the international standards and criteria as set forth under ISO:17025. The application included two new areas, which previously had not been accredited. The laboratory will now be audited in the fields of Crime Scene Investigation and Breath Alcohol Calibration. These new criteria expand extensively from the old accreditation program in the areas of customer service and feedback, uncertainty of measurement in reported values, quality of primary critical reagents and standards, and staff education, development, and experience.

Program Outcome Statement

The San Mateo County Forensic Laboratory serves all criminal justice agencies by providing specialized investigative and scientific

The Laboratory continued its ongoing training effort by providing professional training to client agencies in the field of evidence

collection and photography. By offering the training to the agencies we hope to improve the quality of evidence collected and submitted to the laboratory for analysis.

In 2009, the San Mateo County Sheriff's Office Forensic Laboratory initiated a Latent Print Processing Technician internship program. The program has several requirements: a background check; a time commitment of 16 hours per week for one year; successful completion of the Latent Print Processing Technician training program. After interviewing several interested and qualified applicants from a variety of Bay Area colleges and universities, the laboratory selected five students to participate in its inaugural training class. In July 2009, the five candidates began the laboratory's structured training program; by December 2009, all five candidates successfully completed this program and under the direct supervision of an experienced examiner, commenced processing evidence items for the presence of latent impressions. This internship not only provides students with valuable crime laboratory and courtroom training and experience that will facilitate entrance into a career in Forensic Science, but it also benefits the laboratory in providing indispensable assistance in reducing its case backlog and turnaround times.

As an ongoing cost saving measure, the Laboratory has continued its contractual and professional relationships with the Santa Clara County Crime Laboratory, the Los Angeles County Coroner's Office, and the Redwood Toxicology Laboratory. Santa Clara County Crime Laboratory performs forensic analyses that are not of high enough volume for the Laboratory to maintain competency and efficiency in case analysis - Arson and Questioned Documents are examples of this type of case work. The Los Angeles County Coroner's Office performs Gun Shot Residue (GSR) testing for the County of San Mateo, saving the Laboratory from purchasing a Scanning Electron Microscope (SEM), which is an extremely expensive instrument and requires additional staff to analyze these samples. In the area of urine toxicology the Laboratory has maintained its contract with Redwood Toxicology Laboratory to obtain quicker analysis results at substantial cost savings then performing this testing in-house. These outsourcing arrangements have proven to be very cost effective, while also achieving excellent analysis times for all investigative leads and trial calendars.

Timely analysis is a key measure of success. If evidence cannot be examined within deadlines imposed by the courts, cases are delayed lengthening the time suspects are incarcerated before trial, placing a strain on the crime victims and the victims families. Delays can also cause release of offenders who may re-offend while awaiting trial, or prolong the exoneration of individuals falsely accused of a criminal act and accurate investigative leads that allow investigators to focus on the true perpetrators of crimes in San Mateo County and its service agencies.

Major challenges over the next two years will be:

- To maintain current Laboratory accreditation
- To complete the accreditation process for the ASCLD / LAB change over to ISO / IEC17025:2005(E) standards, mandated by 2010

- To maintain current FBI / DNA audit status, which allows the Laboratory to enter DNA profiles into databases
- To continue the Laboratory's contractual obligations in its other databases in firearms (NIBIN) and fingerprints (CODIS)
- To continue to improve evidence processing turnaround times
- To continue to train staff and develop the Laboratory's capacity
- To seek additional Laboratory revenue through grant opportunities and contract services
- To monitor the Phlebotomy Services contract

Program Objectives

The Forensic Laboratory will meet performance targets by doing the following:

Maintain at Least 90% of Customers Rating Forensic Laboratory Services Good or Better

- Fully utilize the Laboratory's databases in DNA, latent prints, and firearms analysis to develop suspect-less case leads and make associations to serial criminal behavior
- Continue cross training of professional staff to increase efficiency of each unit and form the basis of a team approach to casework requiring multiple analyses
- Continue efforts to move the Laboratory's Quality System to new international standards required under ISO
- Continue working with County criminal justice agencies to reduce and refine the amount of evidence submitted for examination per case through direct outreach

Increase Additional Revenue by at Least 3% Annually

- Seek additional opportunities offered through forensic science grants
- Seek out other law enforcement agencies outside of San Mateo County in need of contract laboratory services, and determine if the laboratory can cost-effectively provide desired contract services with a resulting net income growth for the Laboratory and no diminished service to San Mateo County clients

Performance Measures Summary Table

Performance Measures	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Estimate	FY 2010-11 Target	FY 2011-12 Target
What / How Much We Do (Effort)					
Total number of major case items received	7,320	4,351	4,376	2,500	2,500
- Firearm items	813	778	900	500	500
- Latent print items ⁽¹⁾	5,556	2,257	2,162	1,500	1,500
- Forensic Biology (DNA) items	951	1,011	1,042	500	500
Number of alcohol case items received	2,284	1,655	1,062	1,000	1,000
Number of drug case items received	3,418	3,474	3,806	2,800	2,800
Number of field calls	66	73	66	40	40
Number of items and analysis requests generated by field calls	458	495	544	250	250
Positive Associations: ⁽²⁾					
- AFIS Positive Associations	75	126	136	---	---
- CODIS Positive Associations	96	40	32	---	---
- NIBIN Positive Associations	14	33	42	---	---
How Well We Do It (Quality / Efficiency)					
Field call meetings and reports completed within 10 business days	93%	100%	80%	90%	90%
Percent of major cases completed:					
- In less than 30 days from assignment	30%	10%	30%	25%	25%
- In less than 60 days from assignment	45%	38%	20%	50%	50%
Alcohol cases:					
- Average turnaround time (in days)	3	4	5	4	4
- Percent completed within 5 days of receipt	98%	67%	75%	100%	100%
Drug cases:					
- Percent completed within 4 days of receipt	26%	28%	16%	40%	40%
- Percent completed within 7 days of receipt	45%	53%	29%	60%	60%
Is Anyone Better Off? (Outcome / Effect)					
Percent of customers rating turnaround time as good or better	98%	97%	90%	90%	90%
Percent of customers rating forensic laboratory services as good or better	99%	100%	90%	90%	90%

⁽¹⁾The FY 2007-08 increase in latent print items is due to a methodology change from cases processed, reflected in FY 2006-07, to items processed, which is a more precise measurement of workload. The 54% decrease of items processed in the Latent Print Unit from FY 2007-08 to FY 2008-09 is due to a 50% vacancy in this unit.

⁽²⁾Automated Fingerprint Identification System (AFIS), Combined DNA Index System (CODIS), and National Integrated Ballistics Information Network (NIBIN) database positive associations are recorded as actuals only.

Forensic Laboratory (3017P) Resource Allocation Summary

	Actual 2007-08	Actual 2008-09	Revised 2009-10	Recommended 2010-11	Change 2010-11	Recommended 2011-12
Salary Resolution	32.0	31.0	30.0	30.0		30.0
Funded FTE	32.0	31.0	30.7	29.7	(1.0)	29.7
Total Requirements	6,132,259	6,241,322	6,904,121	8,287,005	1,382,884	5,895,659
Total Sources	4,555,077	4,183,768	4,657,084	5,330,045	672,961	3,033,416
Net County Cost	1,577,182	2,057,553	2,247,037	2,956,960	709,923	2,862,243
NCC Breakdown						
Federal Grants Match			(927)	(927)		
State Grants Match				8,722	8,722	9,237
Mandated Services			2,247,964	2,949,165	701,201	2,853,006

Discretionary Net County Cost

The portion of this program's FY 2010-11 Recommended Budget which is funded by the General Fund or Net County Cost (NCC) is \$2,956,960 or 35.7%, of which 100% is mandated.

FY 2010-11 Program Funding Adjustments

The following are significant changes from the FY 2009-10 Revised to the FY 2010-11 Recommended Budget:

1. Adjustments to Provide Current Level of Services

Budget adjustments have been made to reflect current costs for existing levels of service and performance: inclusion of merit and negotiated labor increases, and increases in retirement contributions and health benefit costs; adjustments to revenues including increases in forensic laboratory service fees, and decreases in grants and Public Safety Sales Tax (Proposition 172).

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(574,502)	135,421	0	0	709,923	0

2. Recovery Act and Other Grant Funding

Federal stimulus grants from the American Recovery and Reinvestment Act (ARRA) Program have been appropriated. All ARRA grants are budgeted in a subunit that rolls up to the Forensic Laboratory. This includes grants for the Sheriff's Activity League, Narcotics Task Force, and Combating Narcotics at the Southern Border. The FY 2007-08 DNA Backlog Grant and NIJ CITA Grants have been completed and reductions have been made to the appropriate areas.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
1,247,463	1,247,463	0	0	0	0

TOTAL FY 2010-11 PROGRAM FUNDING ADJUSTMENTS

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
672,961	1,382,884	0	0	709,923	0

FY 2011-12 Program Funding Adjustments

The following are significant changes from the FY 2010-11 to the FY 2011-12 Recommended Budget:

3. Adjustments to Provide Current Level of Services

Budget adjustments have been made to reflect current costs for existing levels of service and performance: inclusion of merit and annualized labor increases and increases in health benefit costs; adjustments to revenue including increases in laboratory revenue and the removal of one-time ARRA grant funds.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(2,296,629)	(2,391,346)	0	0	(94,717)	0