

**CITY OF SAN DIEGO  
MEMORANDUM**

**DATE:** September 20, 2011  
**TO:** Paul Kimsey  
**FROM:** Jennifer Shen, Crime Laboratory Manager  
**SUBJECT:** Sub Committee Ideas

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The following is a synopsis of the discussions we had over the last several months.

1. We discussed that the breath program is the one area where we really need some oversight. The fluid analysis is covered by ASCLD/LAB already, and all government labs in CA are in fact accredited. Those laboratories that have the breath calibration oversight by ISO, probably are OK, all others may need some Departmental oversight. Perhaps instead of focusing on providing proficiency tests that are deemed insufficient, the Dept. could focus on providing breath oversight?
2. We discussed leaving the training up to the individual laboratories. A compromise with the Department could be the following: The Department will assist in forming the outline of what needs to be covered. (This can be taken largely from Title 17 as stands) and the individual laboratory management would ensure that the topics are covered. The training records must be available for review. This is already the case for our accreditation; there is no reason that the Dept. could not have access to the records as well. If the outline is in laboratory manuals, then it will have to be covered by trainers in order to pass muster for ASCLD/LAB.
3. We discussed a partnership with the accrediting bodies. We discussed the possibility of ASCLD/LAB handling the "work" while the Dept. monitored the results. For instance, the laboratory staff would perform the proficiency tests, and the results would be forwarded to the Dept. for monitoring. The accrediting body would handle the inspections etc., and proof of accreditation would be forwarded to the Dept.
4. We discussed a "checklist" of required items that could be added into the ASCLD/LAB inspections. This list would include things the Department deemed necessary to ensure accurate testing results.
5. We discussed the possibility of a website that was run by the Dept., and was accessible to the public at large. This website would contain the information that shows a particular lab and its analysts have followed the State's criteria for alcohol testing, and that the laboratory is (or is not) in good standing.

Example: You could pull up a particular laboratory on the site.

**San Diego Police Department Crime Laboratory**

**Accredited:** Yes

**Accrediting Body:** ASCLD/LAB

**Current in Prof Tests:** YES

**Lab in Good Standing:** YES

We discussed a drop down menu that could contain the names of certified analysts employed in that laboratory. This was something that caused a little consternation among my staff however.

6. We discussed that, at a minimum, Title 17 must be very clear, so that it is not up for interpretation. Many of our issues stem from contrasting views of what is or is not mandated under those regulations.