

**Professional Experience**

May 2006  
to Present

*Assistant Director, Department of Forensic Biology  
New York City Office of Chief Medical Examiner, New York, New York*

- Manage the daily operations of an ANAB and New York State accredited forensic biology laboratory. Utilize Lean Six Sigma principles to ensure an efficient operation.
- Manage a large group of Criminalists. Serves as a liaison between the Department of Forensic Biology and submitting agencies. Prioritizes evidentiary items for testing and determine analysis methods. Reviews reports, notes, data, and other documents to ensure there is an appropriate and sufficient basis for the scientific conclusions.
- Assists the Director and Deputy Director with the development and implementation of the laboratory's long-range plans and goals.
- Supervise DNA and serological analyses in connection with unattended, violent, or suspicious deaths; sexual assaults; and other incidents as required. Ensure that analytical work and other functions of the laboratory conform to state and national accreditation requirements and federal quality assurance standards.

*Manager of Laboratory Information Management System (LIMS) Operations (Jan. 2020 to Present)  
Manager of Training and Professional Development Unit (January 2020 to Present)*

- Responsible for sustaining the LIMS, managing user requests, understanding master data, maintaining a validated state, processing access requests, owning standard operating procedures, and working with the laboratories or individuals to troubleshoot issues.
- Liaise with the Agency's Information Technologies Department to achieve goals and troubleshoot issues.
- Create and maintain a comprehensive DNA Analyst Training Program for new employees and ensure that the program meets or exceeds accreditation standards.

*Technical Leader of Nuclear DNA Testing Operations (February 2008 to December 2019)  
Technical Leader of Serology Testing Operations (February 2008 to December 2019)*

- Oversaw the technical operations of Nuclear DNA testing and Serology testing with authority to initiate, suspend, and resume operations for the laboratory or an individual. Mentored a team of Assistant Technical Leaders.
- Was responsible for managing technical issues and technical problem solving of analytical methods, which included assistance on difficult or non-routine cases and resolution of disagreements between analysts; Investigated technical problems and acted as a liaison when assistance from external investigative agencies was required.
- Reviewed validations for Nuclear DNA and Serology methods and authorized its use in casework. Proposed new methodologies or modified analytical procedures. Wrote, edited, and reviewed standard operating procedures and ensured consistency with validations. Ensured that procedures are written in a concise, step-by-step, easy-to-read format, and enforced by managers and supervisors.
- Reviewed audit documentation and propose corrective action(s) for identified non-conformance to policies and procedures. Conducted an annual review of the policies and procedures within Nuclear DNA and Serology methods and determined its suitability for use in casework.
- Proposed new methodology, ensured that the laboratory's testing methods remain contemporary, and managed technological changes.
- Provided assistance to Frye/Daubert challenges, discovery orders, court orders, and other related inquiries. Testified as needed.

***Quality Assurance Manager (February 2003 to November 2013)***

- Directed the Department's Quality Assurance Unit, by planning, organizing, and supervising its operations. Oversaw the Department's Training Program, Safety Program and the Procurement of Equipment and/or Consumables.
- Was responsible for the overall Quality System of the laboratory, ensuring that the laboratory remain in compliance with all requirements necessary for accreditation through the ASCLD/LAB-*International* program; ensures that the laboratory remain in compliance with all requirements set forth in the FBI Quality Assurance Standards for Forensic DNA Testing Laboratories.
- Maintained rigid quality control by developing a comprehensive quality assurance program; supervised reviews and studies that are designed to ensure scientific and technological accuracy of the tests and procedures; recommended and implemented corrections and improvements in the quality system.
- Managed the Laboratory Proficiency Testing Program and ensured compliance with accreditation requirements. Prepared and issued timely responses to inquiries made by the ASCLD/LAB Biology Proficiency Review Committee. Anticipated changes to the Laboratory's proficiency testing needs. Procured and distributed proficiency tests from appropriate vendors.
- Planned, coordinated, and ensured that an annual audit of the laboratory is conducted in accordance to accreditation requirements. Completed and documented an annual review of the laboratory quality system. Prepared and issued annual audit reports to ASCLD/LAB (now ANAB) and the NYS Division of Criminal Justice Services to maintain accreditation status.
- Assisted with the designing of a federally compliant forensic biology laboratory, spanning four floors of laboratory space and three floors of administrative space. Managed the move of all equipment and casework to the new forensic biology laboratory. The new OCME DNA Building officially opened on February 12, 2007.

October 2001  
to April 2006

**Criminalist, Level IV, Department of Forensic Biology  
New York City Office of Chief Medical Examiner, New York, New York*****Quality Assurance Manager***

- Supervised personnel in the Quality Assurance Unit and the Materials Management Unit of an ASCLD/LAB and New York State accredited forensic biology laboratory.
- Responsible for the overall Quality System with duties as dictated by the ASCLD/LAB Manual and the FBI DNA Quality Assurance Standards.
- Managed the investigation of Corrective Actions and acts as a liaison when assistance from external investigative agencies (such as the New York City Department of Investigation) is required.
- Managed the validation of new instrumentation and new protocols.
- Responsible for preparing the laboratory for external audits and inspections; managed internal audits.
- Available to laboratory personnel for technical advice, problem solving, and questions.
- Responsible for examining evidence items for body-fluid stains, and interpreting data generated from PCR/STR based methods; conducts technical review of other analysts' casework.
- Provides training on evidence exam, DNA analysis, courtroom testimony, and Quality Assurance/Quality Control.
- Interacted with district attorney's offices, police departments, and other city agencies.

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January 1999  
to October 2001      **Criminalist, Level III, Police Laboratory, Quality Assurance Unit**  
                                 **New York City Police Department, Forensic Investigations Division, Jamaica, New York**

September 1997  
To January 1999      **Criminalist, Level II, Police Laboratory, Quality Assurance Unit**  
                                 **New York City Police Department, Forensic Investigations Division, Jamaica, New York**

- Developed and implemented approved quality control programs.
- Monitored quality control activities of the laboratory to ensure conformance with authorized policies and procedures, and made appropriate recommendations for correction and improvement as was necessary.
- Provided quality assurance and quality control training; developed training lessons and outlines.
- Key member in preparing the laboratory for audits and inspections, resulting in the New York City Police Laboratory becoming an ASCLD/LAB accredited forensic laboratory for the first time in January 2000, and a New York State accredited forensic laboratory in February 2000.
- Supervised the laboratory proficiency testing program and courtroom testimony review program.
- Supervised the procurement of instrumentation, accessories, computer equipment, weights and measures.
- Interacted with regulatory agencies such as the DEA, NYS DOH, NYS Liquor Authority, etc.
- Created databases for the accurate tracking of personnel overtime, proficiency testing, courtroom testimony review, and laboratory audits.
- Evaluated the training needs in the areas of quality assurance and controlled substances analysis.
- Developed procedures to safely mobilize sensitive instrumentation to the new Police Laboratory facility.
- Managed minor construction issues of the new Police Laboratory facility.
- Developed statistical sampling procedures to efficiently analyze bulk controlled substance cases.
- Acted as the Quality Assurance Manager in his/her absence.

September 1995  
to August 1997      **Adjunct Instructor at the Department of Chemistry**  
                                 **New York University, College of Arts and Science, New York, New York**

January 1997 to  
December 2006      **Adjunct Faculty, Center for Career, Education, and Life Planning**  
                                 **New York University, School of Continuing and Professional Studies, New York, New York**

## **Education**

September 1995 to January 1997    **New York University, Graduate School of Arts and Science**, New York, New York  
Master of Science, January 1997; Biomolecular Chemistry Specialty  
Performed Sigma Receptor Studies and Researched on Green Fluorescent Proteins

September 1991 to May 1995    **New York University, College of Arts and Science**, New York, New York  
Bachelor of Arts, May 1995; Biochemistry Major and Economics Minor

## **Professional Affiliations**

**American Academy of Forensic Science (AAFS), Criminalistics Section**, *Member*.  
**American Society of Crime Laboratory Directors (ASCLD)**, *Member*.  
**American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB)**,  
*DNA Inspector* (Legacy Accreditation Program) and *DNA Assessor* (International Accreditation Program). 2004 to 2016.  
**ANSI-ASQ National Accreditation Board (ANAB)**, *Forensic DNA Assessor*.  
**Association of Forensic Quality Assurance Managers (AFQAM)**, *Member*.  
**International Society for Forensic Genetics (ISFG)**, *Member*.  
**National DNA Indexing System (NDIS) Audit Review Panel**, *Member*.  
**National Forensic Science Technology Center (NFSTC)**, *Contractor – DNA Auditor*. 2010 to 2017.  
**Northeastern Association of Forensic Scientists**, *Member*.

## **Current Working Group and Committee Positions**

**National Institute of Justice/SWGDM, DNA Laboratory Process Efficiency Improvement Working Group**,  
*Member*. January 2019 to Present.

**National Institute of Science and Technology, Organization of Scientific Area Committees (NIST OSAC)**.  
**DNA Analysis 2 (Interpretation) Subcommittee**, *Member*. October 2017 to Present.  
**DNA Analysis 1 (Methodology) Subcommittee**, *Member*. October 2014 to October 2017

**National Institute of Science and Technology, DNA Mixture Resource Group**, *Member*. January 2018 to Present.

**Scientific Working Group on DNA Analysis Methods (SWGDM)**, *Member*. January 2006 to Present.  
*Executive Board Member*. July 2017 to Present.

**NIST OSAC/SWGDM DNA Process Mapping Working Group**, *Member*. November 2018 to Present.

## **Past Working Group and Committee Positions**

**American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB)**,  
**Biology Proficiency Review Committee (PRC)**, *Member*. January 2009 to April 2016.

**ANSI-ASQ National Accreditation Board (ANAB), Biology Proficiency Review Committee (PRC)**, *Member*.  
April 2016 to June 2020.

**National Institute of Justice, Sexual Assault Forensic Evidence Registry (SAFER) Act Working Group**,  
**SWGDM Biological Evidence Processing Subcommittee**, *Member*. January 2015 to January 2017.  
Published the *National Best Practices for Sexual Assault Kits: A Multidisciplinary Approach* in August 2017.

**New York State Biology Technical Working Group (BioTWG)**, *Member*. March 2008 to March 2020.

**New York State Commission on Forensic Science, Quality Assurance Subcommittee**, *Member*.  
January 2009 to July 2010.

**New York State Quality Assurance Technical Working Group (QA-TWG)**, *Member*. January 2005 to January 2014.