

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED April 27, 2009	Applicant Identifier
1. TYPE OF SUBMISSION Application Non-Construction	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION		
Legal Name Maine Department of Public Safety	Organizational Unit Maine State Police	
Address 104 State House Station Augusta, Maine 04333-0104	Name and telephone number of the person to be contacted on matters involving this application Poulin, Tracy (207) 624-7209	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 01-6000002	7. TYPE OF APPLICANT State	
8. TYPE OF APPLICATION New	9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.808 CFDA TITLE: 16.808 - Recovery Act Byrne Competitive	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Maine State Police Crime Laboratory y-STR DNA Testing and Single Integrated Evidence Tracking System	
12. AREAS AFFECTED BY PROJECT Statewide		
13. PROPOSED PROJECT Start Date: August 01, 2009 End Date: July 31, 2011	14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project ME01 ME02	
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Program is not covered by E.O.
Federal	\$1,110,773	
Applicant	\$0	
State	\$0	
Local	\$0	

Other	\$0	12372
Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
TOTAL	\$1,110,773	N
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 GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

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Office of Justice Programs
FY 09 Recovery Act: Edward Byrne Memorial Competitive Grant Program Category V
Maine Department of Public Safety y-STR DNA & Integrated Evidence Tracking
Project Abstract**

The Maine State Police Crime Laboratory provides forensic analysis services to the State of Maine. The Laboratory's DNA unit is the State's sole Forensic DNA Unit and participates, in good standing, in the National DNA Indexing System. The Maine State Police Crime Laboratory utilizes male-specific y-STR DNA testing where male/female mixtures inhibit interpretations and a known male suspect sample is available. In many violent assaults, the suspect is unknown.

Nuclear DNA databasing has proven to be an invaluable tool in criminal investigations. A y-STR DNA database could prove equally valuable. As such the Maine State Police Crime Laboratory is requesting funding for a DNA Forensic Analyst to test the existing male Convicted Offender samples using y-STR DNA analyses and setting up a State-wide y-STR database. We are also requesting funding for supplies necessary to carry out the testing of those samples.

Additionally, the Maine State Police is the state's largest police agency. Among the operational units of the State Police are seven (7) Troop Barracks and three (3) Criminal Investigation Divisions. Each of these units contains property/evidence storage facilities. Current property/evidence tracking systems vary from paper logs to various computer spreadsheets.

The Maine State Police is requesting funding for a single integrated evidence tracking system and y-STR DNA at a total of \$1,110,773.00

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Statement of Problem

The Maine State Police Crime Laboratory is requesting funding under Category V of the FY 09 Recovery Act: Edward Byrne Memorial Competitive Grant Program: Enhancing Forensic and Crime Scene Investigations. The purpose of the request is to establish a y-STR database and is to establish an integrated evidence tracking system within Maine State Police.

y-STR DNA Database: Nuclear DNA analysis and the databases that have developed around it has become the preeminent forensic investigative tool in the criminal justice system. The Maine State Police Crime Laboratory employs nuclear DNA analysis in crimes ranging from criminal mischief and property crimes to sexual assaults and homicides. The Convicted Offender DNA database has provided a great number of investigative leads in criminal cases.

However, not all criminal cases can be resolved using nuclear DNA testing. Testing and interpretation of test results can be complicated by the existence of mixtures. Sexual assaults, and other physical assaults, may result in a sample of predominant female DNA with small amounts of male DNA. The use of male-specific, y-STR testing has proven valuable in eliminating (and in some cases exonerating) suspects. However, the question remains, who committed the criminal act?

Prior to the establishment of nuclear DNA databases, investigators faced much the same quandary in suspect-less cases. Had these databases not been developed and supported, countless numbers of criminal cases would remain unsolved today.

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Currently, the Maine State Police Crime Laboratory receives between twenty and twenty-five mixture cases each year that can only be resolved by y-STR DNA testing. Although that number seems low, it is crucial to note that these are cases of violent crimes: sexual assault, assaults, and homicides.

The Maine State Police Crime Laboratory proposes the establishment of a searchable y-STR DNA database by retesting the existing Convicted Offender samples using the y-STR platform. We are seeking funding for a DNA Forensic Analyst for a period of 24 months and the supplies needed to the testing of the samples. There are currently 16,646 Convicted Offender samples either in the database or awaiting testing. Roughly 16,000 of those would qualify for y-STR DNA testing.

Integrated Evidence Tracking System: The Maine State Police is the state's largest law enforcement agency and is involved in the majority of crime scene investigations within the state. It is also the parent organization of the Maine State Police Crime Laboratory which provides forensic analyses for all state law enforcement agencies. The investigative arm of the State Police consists of seven regional Troop Barracks and three Criminal Investigation Divisions. Each of these Units, as well as the Crime Laboratory, house evidence storage facilities. Evidence tracking methods range from paper logs, to computerized spreadsheets, to the Crime Laboratory's Laboratory Information Management System (LIMS).

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In addition to the multiple tracking systems within the various Units, there are approximately 200 field investigators (Troopers, Corporals, and Detectives) who employ various methods of marking and inventorying evidence or property seized in the course of their investigations.

Due to the vast range of tracking systems, numerous data/inventory entry redundancies take place as evidence is moved through the system. This is both time consuming and presents the potential for inaccuracies in inventories. Additionally, required periodic inventorying and reconciliation of property rooms is extremely inefficient with some of the current systems that are employed.

Project/Program Design and Implementation

Y-STR DNA Database: The grant-funded Forensic DNA Analyst will examine and extract y-STR DNA from the Convicted Offender samples. The DNA Analyst will quantitate the DNA extracts, amplify with Promega PowerPlex-Y Typing kits and run on Perkin Elmer 3130 Genetic Analyzers. The Forensic DNA Analyst will interpret the 3130 data.

The Forensic Biology Supervisor will do a technical review of the completed case file worksheets, DNA data, and final report. The case will be returned to the Forensic DNA Analyst and the technically reviewed DNA profiles will be entered into SDIS by the State CODIS Administrator.

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When matches to potential perpetrators are made in SDIS, the Forensic Biology Supervisor will continue to track these cases at the judicial level of District Attorneys and Attorney Generals, and tallies of how many cases are closed with the help of DNA associations will be kept.

Personnel: We are also looking to add one DNA Forensic Analyst for the testing of Convicted Offender samples using y-STR DNA analysis. Once trained, it is anticipated that the DNA Forensic Analyst will profile 330 Convicted Offender samples per month. The results will be uploaded into a new searchable DNA database, based on y-STR DNA profiles.

Supplies: The supplies requested are QIAamp columns, Rotor-Gene kits, Promega PowerPlex-Y Typing kits, and AB AmpliTaq Gold enzyme units. We are also requesting funds for routine 3130 genetic analyzer consumables and QIAcube consumables.

Integrated Evidence Tracking System: The integrated evidence tracking system will be designed to allow the field investigator to barcode evidence/property at the site of collection and enter the inventories associated with the assigned barcodes into their field laptop computers. Items will be individually numbered with an overall individualized case tracking number (example: TRPA-09-0025-A for State Police Troop A, year 2009, case number 25, item A). Each investigator will be assigned an individualized barcode identifier.

When the field investigator returns to the Troop Barracks or Division office, the transfer of information will take place from the laptop computer to the evidence room's networked evidence

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tracking desktop computer. Each barrack and division evidence room will have an individualized barcode identifier.

The system will allow for the electronic tracking of evidence/property throughout its life within State Police control. Additionally, it will allow for a simplified inventorying of evidence/property.

Implementation requires the initiation of a competitive bidding process, the awarding of a contract, the installation of the networked computers and each fixed evidence room location, the installation of tracking software on each field investigator's laptop, and necessary training of investigators and evidence/property officers. Additional hardware purchases would include barcode readers and printers.

Equipment: The Maine State Police is interested in acquiring an integrated system that includes ten evidence room computers with tracking software as well as barcode printers and readers. Included in the integrated system would be 200 barcode readers for field investigators and tracking software for field lap top computers. It is highly desirable for this system to be compatible with the existing Laboratory Information Management System employed by the Crime Laboratory of the Maine State Police.

Capabilities/Competencies

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The Maine State Police Crime Laboratory is accredited by the American Society of Crime Laboratory Directors/ Laboratory Accreditation Board in the disciplines of Trace Evidence, Biology (DNA), Firearms/Toolmarks, and Latent Prints. The Laboratory's DNA unit is the State's sole Forensic DNA Unit and participates, in good standing in the National DNA Indexing System. As such, the DNA Unit undergoes annual audits to demonstrate compliance with the quality assurances standards of the FBI's DNA Advisory Board. Additionally, an external audit of the DNA Unit is conducted every two years (not to exceed 24 months between external audits). As the State's sole Forensic DNA Unit, we are required by State statute to process the State's convicted offender samples (see Chapter 194: DNA Data Base & Data Bank Act, paragraphs 1571-1578 at <http://janus.state.me.us/legis/statutes/25/title25ch194sec0.html>). For further information regarding the capabilities and competencies of staff assigned to this project; Director Elliot Kollman, Supervisor David Muniec, & Forensic DNA Analyst Cathy MacMillan, please see attached documents.

The Maine State Police is tasked with being the primary agency responsible for the investigation of all homicides and suspicious deaths for the State of Maine. There are only two exceptions to this responsibility, those being the State's two largest municipal law enforcement agencies; Portland & Bangor police departments. Our agency has a long standing tradition of success, and a significant amount of resources dedicated to the processing of major crime scenes. Even though the tasks associated with processing scenes via an extremely decentralized support infrastructure have been challenging, we have consistently met the expectations of those relying upon our expertise. There will be a core team of experts; Lt. William Harwood, Dir. Elliott Kollman, Sgt.

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Michael Field, Sgt. Robin Parker, assigned to the implementation of a new centralized “Integrated Evidence Tracking System.” For further information regarding the capabilities and competencies of staff assigned to this project please see attached documents.

Impact/Outcomes and Evaluations/Performance Measure Data Collection Plan

As the y-STR DNA database is populated, existing forensic y-STR profiles will be searched and compared, as is done with nuclear DNA cases. “Hits” will be recorded and investigative leads provided to the law enforcement agencies within the State of Maine.

Where sufficient sample exist from previous unsolved forensic cases, these cases will be revisited to see if mixtures existed that would benefit from y-STR DNA testing. Appropriate samples will be tested and compared against the database. “Hits” or associations will be reported to law enforcement for further investigations. Profiles entered into the database, associations developed, and investigations furthered will all be tracked and reported.

It is anticipated that the DNA Forensic Analyst will test 330 existing Convicted Offender samples each month. During the 2 year grant period, it DNA Forensic Analyst should populate the new y-STR DNA database with 8,000 of the possible 16,000 Convicted Offender samples. Each month, existing y-STR forensic samples will be searched against the new database.

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The integrated evidence tracking system will allow for the electronic tracking of evidence/property throughout its life within Maine State Police control. Additionally, it will allow for a simplified inventorying of evidence/property.

As outlined in the solicitation, the performance measures will be two-fold; one performance measure related to the American Recovery and Reinvestment Act, and two, performance related to the y-STR DNA databasing program and efficiencies gained by the installation of the integrated evidence tracking system..

We will track the number of jobs created due to Recovery Act funding. The execution of the agreed upon timeline for hiring, training, and deployment of personnel will be tracked. Samples tested by y-STR DNA and uploaded into the new database will also be tracked. We will also track the number of "hits" generated, investigations initiated, and prosecutions brought forward that came about through this funding. We will also the measure of efficiency at each evidence storage location based on time saved in the field and accuracy of tracking and inventorying throughout the system.

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Budget Narrative

The primary focuses of this grant request are two-fold. One portion is the hiring of a DNA Forensic Analyst for a period of two years to conduct y-STR DNA testing on Convicted Offender (CO) samples and the purchase of supplies necessary for that testing. The tested CO samples will be used to establish a searchable y-STR DNA database within the State.

The second focus is the purchase and installation of an integrated evidence/property tracking system that is compatible with the existing LIMS system utilized by the Maine State Police Crime Laboratory. The system would have ten fixed location evidence tracking computer systems and 200 mobile tracking systems utilizing current laptop computers assigned to field investigators.

To these ends, the Maine State Police Crime Laboratory, through its parent agency, the Maine Department of Public Safety, is requesting a total Federal funding of \$1,110,773. The breakdown of this request, by category, is as follows:

Personnel (total \$114,899): The Maine State Police Crime Laboratory is requesting funds for the hiring of a DNA Forensic Analyst for a period of two years at \$57,449.60/year. The Forensic DNA Analyst's salary is calculated from the State of Maine, Department of Human Resources Forensic DNA Analyst classification (Grade 27 Step 8). (See <http://www.maine.gov/bhr/> for BHR classification salary ranges.).

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Fringe Benefits (total \$54,883): Benefits for these positions (both fixed rated and percentage of salary) total \$27,441.40/year/fulltime position. For the two-year period of the grant the total salary and benefits for the position is **\$54,883**.

Travel (total \$4,918): As directed in the solicitation, the Maine State Police Crime Laboratory is requesting funding for two persons to attend two Department of Justice-sponsored grant meetings, one of which is to be in Washington, DC, the other to be regional. For the purposes of estimating costs, we have chosen Boston, MA as the regional center of New England. Airfare estimates are from Augusta, Maine. Per diem and lodging estimates are from the General Service Administration's Domestic Per Diem website (based on a June meeting in Washington, DC and an October meeting in Boston, MA).

Equipment (total \$879,135): The Maine State Police is requesting funding for an integrated evidence tracking system to be deployed within the seven barracks and three criminal investigation divisions (CID). The system would also require field accessible tracking for 200 investigator vehicles including 3 CID crime scene vans. Funding is for a total of 210 evidence tracking software licenses (\$761,250), 210 barcode scanner guns (\$95,550), thirteen barcode printers (\$10,335), and 10 desktop workstations (\$12,000).

Supplies (total \$40,005): The Maine State Police Crime Laboratory is requesting funding for the supplies necessary to perform the y-STR DNA testing on a total of 330 CO samples per month for a total of 7,920 y-STR DNA CO profiles over the 24 month period of the grant. The Supplies required are QIAmp columns, Rotor-Gene kits, Promega PowerPlex-Y typing kits, AB

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AmpliTaq Gold enzyme kits, Perkin Elmer 3130 genetic analyzer consumables, and Qiacube consumables. The number of units and a cost breakdown per item is listed on the budget worksheet. Total supply costs is \$40,005.

Other Costs (\$16,933): StaCAP (Statewide Cost Allocation Plan) is the State of Maine's Administrative cost charges. They are 1.548% costs. The total resulting StaCAP request is **\$16,933**. The following links detail plan, the Maine statutes involved and the current rate structure:

<http://www.maine.gov/osc/finanrept/stacap.htm> and

<http://www.maine.gov/osc/finanrept/stacaprelatedinfo.html>

The Total grant request is \$1,110,773 (Please note: numbers are rounded to the nearest dollar. Actual amount is \$1,110,772.85 as outlined in the accompanying budget spreadsheet).

Budget Detail Worksheet & Budget Narrative
2009 Edward Byrne Memorial Competitive Grant for y-STR databasing

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel--List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation		1	2 year adjustment	2	Cost
Forensic DNA Analyst	\$57,449.60	100%	1		2	\$114,899.20
TOTAL						\$114,899.20

NARRATIVE:One Forensic DNA Analyst will be dedicated fulltime (40 hours per week) to testing of Convicted offender samples using y-STRs to establish a State database. The Forensic DNA Analyst's salary is calculated from the State of Maine, Department of Human Resources Forensic DNA Analyst classification (Grade 27 Step 8). (See <http://www.maine.gov/bhr/> for BHR classification salary ranges.)

B. Fringe Benefits--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA.

Forensic DNA Analyst			2 year adjustment	
Medicare	\$572.44	1%	2	\$1,144.88
Retirement	\$8,685.25	22%	2	\$17,370.50
State Stipend (contractual)	\$5,744.96	10%	2	\$11,489.92
Health/Dental Insurance	\$10,681.75	set per yr	2	\$21,363.50
Workman's Compensation	\$1,757.00	set amt	2	\$3,514.00
TOTAL				\$54,882.80
Total Personnel & Fringe Benefits				\$169,782.00

NARRATIVE:Fringe benefits are calculated as a percent of the base salary. Fringe benefits include payroll expenses such as social security social security, workmans compensation, and unemployment insurance, and may vary.

C. Travel-- Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meetings, etc). Show the basis of computation (e.g., six people 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item			Computation	Cost
		Airfare	Lodging	Per Diem		
DOJ-sponsored grant meeting 2 persons, 3 days	Washington, DC	\$410.00	\$209.00	\$64.00	2 persons, 3 days	\$2,458.00
DOJ-sponsored grant meeting 2 persons, 3 days	Boston, MA	\$270.00	\$256.00	\$64.00	2 persons, 3 days	\$2,460.00
TOTAL						\$4,918.00

NARRATIVE: Travel is estimated for 2 persons to attend 2 DOJ-sponsored grant meetings as required by the solicitation. One destination is to be Washington, DC; the other local (Boston chosen for estimation purposes). Airfare estimates are from Augusta, Maine. Per diem and lodging estimates are from the GSA Domestic Per Diem site based on June and October meeting dates

D. Equipment-- List non-expendable items that are to be purchased. (Note: Organization's own capitalization policy for classification of equipment should be used. Expendable items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation	Rate	Cost
	Quantity		
Evidence Management System	210	\$3,625.00	\$761,250.00
Barcode scanner gun	210	\$455.00	\$95,550.00
Barcode printer	13	\$795.00	\$10,335.00

Workstations	10	\$1,200.00	\$12,000.00
TOTAL			\$879,135.00

NARRATIVE:

E.-Supplies--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation				
	Unit price	unit	# of Units	2 year adjustment	
1. QIAmp column	\$2.76	50/case	660	2	\$3,643.20
2. Rotor-Gene kits	\$1.00	per unit	780	2	\$1,560.00
3. Promega PowerPlex-Y Typing Kits	\$18.45	200/kit	660	2	\$24,354.00
4. AB AmpliTaq Gold enzyme 6k unit	\$0.80	3000/kit	660	2	\$1,056.00
5. 3130 Consumables	\$6.52	per unit	700	2	\$9,128.00
6. QIAcube Consumables	\$0.20	per unit	660	2	\$264.00
TOTAL					\$40,005.20

NARRATIVE:We will be purchasing QIAamp columns, Rotor-Gene kits and 3130 arrays based on an average of 330 CO samples per month for 24 months.

F. Construction-- As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
NONE		\$0.00
TOTAL		\$0.00

G. Consultants/Contracts-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions

Consultant Fee: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation	Cost
NONE			\$0.00
Subtotal			\$0

Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation	Cost
NONE			\$0.00
Subtotal			\$0

Contracts: Provide a description of the product or services to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Cost	
NONE	\$0.00	
Subtotal		\$0.00
CONSULTANTS/ CONTRACTS TOTAL		\$0.00

H. Other Costs— List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot rent, and provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
StaCAP (Administrative Costs - 1.548%)	\$1,093,840.20 0.01548	\$16,932.65
TOTAL		\$16,932.65

NARRATIVE: State administrative costs at 1.548%

I. Indirect Cost—Indirect costs are allowed only if the applicant has Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Description	Computation	Cost
<i>NONE</i>	\$0.00	\$0.00
TOTAL		\$0.00

Budget Summary—When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	\$114,899
B. Fringe Benefits	\$54,883
C. Travel	\$4,918
D. Equipment	\$879,135
E. Supplies	\$40,005
F. Construction	\$0
G. Consultants/Contracts	\$0
H. Other	\$16,933
Total Direct Costs	\$1,110,773
I. Indirect Costs	\$0
TOTAL PROJECT COSTS	\$1,110,773
Federal Request	\$1,110,773
Non-Federal Amount	\$0

NOTE: If a Non-Federal amount is entered, make sure those items for which they will be used must be incorporated into your overall budget. Indicate clearly throughout you budget narrative and detail worksheet for which items these funds will be used.

2009 Byrne Competitive Grant -- ME Program Timeline

Month	Project Goal	Related Objective	Activity	Expected Completion Date	Person Responsible
Integrated Evidence Tracking System					
1	Issue Request For Proposals from Evidence Tracking system developers	<ol style="list-style-type: none"> Determine minimum specifications Determine date for responses Respond to vendor queries 	Evaluate RFP responses and select vendor	End of month 3.	Major Bessette, MSP Support Services
3	Award Contract			End of month 9.	Colonel Fleming, Chief of MSP
9	Purchase Supplies		As needed for setting up and continued use of tracking system.	Ongoing after month four with quarterly updates	Major Bessette, MSP Support Services
9	Train Investigators and Evidence/Property Officers	Provide the following training: <ol style="list-style-type: none"> Operation of tracking software Operation of barcode printers Operation of barcode readers 	Training to be provided by system vendor	End of month 12	Vendor overseen by Major Bessette, MSP Support Services
y-STR DNA Database					
1	Recruit & Hire DNA Forensic Analyst	<ol style="list-style-type: none"> Request hiring freeze exemption from Governor's Office. Using the State Employment website and National Forensic Association websites (AAFS, ASCLD, etc) advertise for DNA Forensic Analyst. 	Interview candidates and make selection	End of month 3.	Crime Laboratory Director, S. Elliot Kollman
3	Train DNA Forensic Analyst in y-STR DNA testing and MSPCL protocols	Provide the following training: <ol style="list-style-type: none"> Operation of QIAcube Operation of 3130 Genetic Analyzer Operation of Rotor-Gene y-STR testing Biology Unit protocols General Laboratory protocols 	In-house training provided by DNA Technical Leader and CODIS Administrator on DNA operations. In-house training provided by Lab Quality Manager on General Laboratory protocols	End of month 4.	Biology Unit Supervisor/DNA Technical Leader, David Muntec CODIS Administrator, Cathy MacMillan

5	Purchase Supplies		As needed for testing; purchase supplies	Ongoing after month four with quarterly updates	Biology Unit Supervisor/DNA Technical Leader, David Muniec
5	Evaluation	Track samples tested and uploaded, associations made to forensic profiles, investigations furthered by law enforcement agencies, and cases adjudicated	Begin assessments, progress reports.	Ongoing after month four with quarterly updates	Biology Unit Supervisor/DNA Technical Leader, David Muniec

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window



OMB APPROVAL
NUMBER 1121-0140

EXPIRES 06/30/2009

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, and the award term in 2 C.F.R. § 175.15(b).
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. § 7 94); 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.

Accept

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window

h1>U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER

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. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," 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 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a):

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.

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 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

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 7th 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).

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

Accept

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Edward Byrne Memorial Competitive Grant Program

Certification as to Recovery Act Reporting Requirements

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

I have personally read and reviewed the section entitled "Accountability and Transparency under the Recovery Act" in the program announcement for the Recovery Act grant program identified above. I have also read and reviewed section 1512(c) of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), concerning reporting requirements for grants. I agree that the applicant will comply with the reporting requirements set forth therein with respect to any grant the applicant may receive under the Recovery Act grant program identified above.

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs, and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant entity (that is, the entity applying directly to the Office of Justice Programs).



Signature of Certifying Official

Anne H Jordan

Printed Name of Certifying Official

Commissioner

Title of Certifying Official

Maine Dept. of Public Safety

Full Name of Applicant Entity

4/27/09

Date

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Edward Byrne Memorial Competitive Grant Program

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

On behalf of the applicant state or unit of local government (including tribal government) named below, I certify the following to the Office of Justice Programs ("OJP"), U.S. Department of Justice:

I have personally read and reviewed the section entitled "Eligibility" in the program announcement for the Recovery Act grant program named above. I also have personally read and reviewed section 1511 of the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"), which requires a specific certification prior to receipt of Recovery Act funds for infrastructure investments.

Initial the statement that applies:

_____ The applicant identified below **does not intend to use** any portion of any funds received under this Recovery Act grant program for any infrastructure investment. Should this intention change, the applicant will promptly notify OJP, and (except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law) will not draw down, obligate, or expend any funds received under this Recovery Act program for any infrastructure investment project until section 1511 of the Recovery Act has been satisfied, and an adequate project-specific certification has been executed, posted, and submitted to OJP.

_____ The applicant identified below **does intend to use** some or all of any funds received under this Recovery Act grant program for one or more infrastructure investment projects. Except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law, I agree that the applicant entity will execute, post, and submit to OJP, prior to obligating, expending, or drawing down funds for such project, a project-specific certification that satisfies all of the requirements of section 1511 (including execution by the Governor, mayor, or other chief executive, as appropriate) for each such infrastructure investment project.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments _____

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant (that is, the governmental entity applying directly to the Office of Justice Programs).



Signature of Certifying Official

Anne H. Jordan

Printed Name of Certifying Official

Commissioner

Title of Certifying Official

Maine Dept. of Public Safety

Full Name of Applicant Government Entity

4/27/09

Date

STATEMENT OF QUALIFICATIONS

(Use additional sheets if necessary)

Name of Lab Maine State Police Crime Laboratory **Date** 2 December 2008

Name Steven Elliot Kollman **Job Title** Director

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

- | | |
|---|--|
| <input type="checkbox"/> controlled substances
<input type="checkbox"/> firearms/toolmarks
<input type="checkbox"/> trace evidence
<input type="checkbox"/> latent prints
<input type="checkbox"/> digital evidence | <input type="checkbox"/> toxicology
<input type="checkbox"/> biology
<input type="checkbox"/> questioned documents
<input type="checkbox"/> crime scene |
|---|--|

Please list all subdisciplines in which you perform casework:

Does not do casework

Education: List all higher academic institutions attended:

Institution	Dates Attended	Major	Degree Completed
Calif. State Univ., Hayward	1983-1986	Chemistry	BA
Univ. of Calif., Santa Cruz	1971-1974, 1977	Earth Sciences	none

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

Sponsor	Date	Course Name	Hours
ASCLD/LAB	3/05	ASCLD Mentoring Workshop	16
ASCLD/LAB	3/99	ASCLD/LAB Inspector	24
Calif. Criminalistics Institute (CCI)	2/99	Laboratory Safety Officer	40
AAFS/CAT	8/98	The Effects of Alcohol and Drugs on Human Performance And Behavior	24
CCI/Orange Co Sheriff	2/98	Forensic Alcohol Supervisor	40+
CCI	3/97	Advanced Fire Debris Analysis	40
CCI	6/96	Fire and Explosion Investigation	40+
CCI	4/96	Forensic Toxicology GC & GC/MS	40
CCI	6/94	Basic Forensic Toxicology	40
CCI	3/93	Principles of Fiber Identification	40

And Comparison			
ATF/CCI	8/91	Arson Accelerant Detection	40
College of the Redwoods	5/90	Forensic Crime Scene Investigation	40+
Hewlett-Packard	5/89	HP 5971A MSD Operator's Course	40
McCrone Institute	6/88	Forensic Microscopy	40

Courtroom Experience: List all 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.

Discipline	Time Period	# Of Times
Arson Analysis	1992 – 1997	10
Bloodstain Interpretation	1993 – 1996	3
Crime Scene Investigation	1991 – 1996	10
Controlled Substance Analysis	1989 – 2004	400+
Fiber Comparison	1993 – 1996	2
Glass Comparison	1992 – 1996	3
Paint Comparison	1992 – 1996	3
Quality Control	1999 – 2004	10
Soil Analysis	1991 – 1996	4
Toxicology (Alcohol)	1987 – 1999	150+
Toxicology (Drugs)	1989 – 1999	40

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

Organization	Membership Dates	Offices/Dates Held
American Society of Crime Lab Directors/Lab Accreditation Board	2001 – present	delegate assembly member
American Society of Crime Laboratory Directors	2000 – Present	None
California Association of Crime Laboratory Directors	1997 – 2004	None
California Association of Criminalists	1988 – 2004	None
American Geophysical Union	1978 – 1994	None
Bay Area Mass Spectrometry	1978 – 1984	None

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

- (1) Job Title Crime Laboratory Director Tenure Mar. 2004 - Present
Employer Maine State Police Crime Laboratory
Principal Duties: Director of the Maine State Police Crime Laboratory
- (2) Job Title Crime Laboratory Director Tenure Jan. 2003 - Mar. 2004
Employer New Mexico Department of Public Safety
Principal Duties: Director of the NM DPS Southern Crime Laboratory
- (3) Job Title Chief, State Crime Laboratory Operations (Appt.) Tenure May 2002 - Jan. 2003
Employer New Mexico Department of Public Safety
Principal Duties: Chief of the New Mexico Department of Public Safety's Crime Laboratory System
- (4) Job Title Crime Laboratory Director Tenure Jan. 2001 - May 2002
Employer New Mexico Department of Public Safety
Principal Duties: Director of the NM DPS Southern Crime Laboratory

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 consider relevant to your qualification as a forensic scientist. (Use additional sheets if necessary).

Date	Description
8/08	National Institute of Justice DNA Grantees Symposium
8/08	ASCLD/LAB Inspection of KBI system (site leader for Great Bend lab)
5/08	FBI Crime Laboratory Development Symposium, St. Louis, MO
10/07	FBI CODIS meeting, Burlingame, California
7/07	National Institute of Justice DNA Grantees Symposium
2006?	ASCLD/LAB Inspection of Miami-Dade Crime Laboratory
10/06	ASCLD Symposium on Crime Laboratory Development, SF California
5/06	FBI Crime Laboratory Development Symposium
9/05	FBI Crime Laboratory Development Symposium
6/05	National Institute of Justice DNA Grantees Workshop
3/05	ASCLD Accreditation Mentoring Workshop
11/04	Maine State Police Executive Management Retreat
9/04	National Institute of Justice/ Forensic Resource Network Workshop
9/04	FBI/ Carlson School of Management Symposium

- 6/04 National Institute of Justice's DNA Grantees Workshop
- 5/04 National Institute of Justice's 2004 DNA Summit
- 11/03 ASCLD/LAB Consultant to the El Paso Police Department Crime Laboratory, El Paso, Texas
- 02/03 ASCLD/LAB Inspection of New Jersey State Police Laboratories in Ewing and Little Falls, New Jersey.
- 04/02 California Association of Crime Laboratory Directors Spring Seminar: Various management topics (~ 16 hours).
- 12/01 American Society of Crime Laboratory Directors 29th Symposium on Crime Laboratory Development, Phoenix, AZ.
- 04/01 California Association of Crime Laboratory Directors Spring Seminar: Various management topics (~ 16 hours).
- 11/00 California Association of Crime Laboratory Directors Fall Seminar: Various management, ADA, budget, and accreditation topics (~ 16 hours).
- 09/00 American Society of Crime Laboratory Directors 28th Symposium on Crime Laboratory Development, Buffalo, New York.
- 11/99 ASCLD/LAB Inspection of Maryland State Police Headquarters Laboratory in Pikesville, Maryland.
- 10/99 State of New Mexico State Personnel Office: Performance Appraisal & Development Course for Supervisors (~8 hours)
- 07/99 Draeger Safety, Inc: Alcotest® 7110 MK IIIC Instructor and Maintenance Training Course (~ 24 hours)
- 06/99 ASCLD/LAB Inspection of Drug Enforcement Administration Laboratories in San Francisco and National City, California.
- 05/99 FBI: International Symposium on Setting Quality Standards for the Forensic Science Community (~ 40 hours)
- 12/98 CareerTrack: Excelling as a First-Time Supervisor (~ 8 hours)
- 11/98 California Association of Crime Laboratory Directors Fall Seminar: Various management, budget, and accreditation topics (~ 16 hours)
- 08/98 Santa Clara County: Diversity Workshop (~ 8 hours)
- 06/98 Santa Clara County: Sexual Harassment Prevention Workshop for Supervisors and Managers (~ 8 hours)
- 04/98 Hewlett-Packard: GC/MS and LC/MS Forensic Applications (~ 8 hours)
- 12/97 Fred Pryor Seminar: How to Manage Multiple Projects, Meet Deadlines, and Achieve Objectives (~ 8 hours)

- 06/97 Fred Pryor Seminar: How to Supervise People (~ 8 hours)
- 04/97 Scanning '97 Forensic Sciences Workshop (using SEM) (~ 14 hours)
- 02/97 CDS Analytical, Inc. and the Sacramento County Laboratory of Forensic Sciences: Pyrolysis Workshop (~ 6 hours)
- 1992 San Mateo County Sheriff Forensic Laboratory (in house): Glass Comparison (~ 3 weeks)
- 10/91 Northwest Association of Forensic Science: Paint Comparison Workshop (~ 16 hours)
- 1989 San Mateo County Sheriff Forensic Laboratory (in house): Controlled Substance Analysis (~ 6 months)
- 1990 – 1996 Training Criminalist for the San Mateo County Forensic Laboratory in the following areas: Controlled Substance Analysis, Arson Analysis, Paint Comparison, Glass Comparison, and Urine Drug Toxicology

PUBLICATIONS:

Extraction of tear gas: Chloroacetphenone (CS), o-Chlorobenzlidenemalononitrile (CN), and trans-8-methyl-N-vanillyl-6-nonenamide (OC) from Cloth for GC/MS Analysis Using: 200 mg Clean Screen Extraction Column (Z SDAU020), Worldwide Monitoring, United Chemical Technologies, Inc., 1995.

Chang, J., and Kollman, S. E., The Effect of Temperature on the Formation of Ethanol by *Candida Albicans* in Blood, *The Journal of Forensic Sciences*, 1989.

Whelan, P. W., et. al., Initial Results of Cruise CCOP/SOPAC LS-82 and Supporting Investigations, Scholl, D. S., and Vallier, T. L., eds., 1985

STATEMENT OF QUALIFICATIONS

(Use additional sheets if necessary)

Name of Lab Maine State Police Crime Laboratory Date January 3, 2009

Name David Muniec Job Title Senior Laboratory Scientist
Forensic Biology Supervisor
DNA Technical Leader

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

- | | |
|--|---|
| <input type="checkbox"/> controlled substances | <input type="checkbox"/> toxicology |
| <input type="checkbox"/> firearms/toolmarks | <input checked="" type="checkbox"/> biology |
| <input type="checkbox"/> trace evidence | <input type="checkbox"/> questioned documents |
| <input type="checkbox"/> latent prints | <input type="checkbox"/> crime scene |
| <input type="checkbox"/> digital evidence | |

Please list all subdisciplines in which you perform casework:

DNA profiling and interpretation; screening for blood and sperm

Education: List all higher academic institutions attended:

Institution	Dates Attended	Major	Degree Completed
<u>Virginia Tech (VPI+SU)</u>	<u>Sept 1984 to May 1988</u>	<u>B.S. Biology (minor Chemistry)</u>	<u>May 1988</u>
<u>University of Southern Maine</u>	<u>Fall 2000 Spring 2001</u>	<u>Molecular Biology and Cellular Immunology graduate-level lectures</u>	<u>transferred credits</u>
<u>University of Maine at Augusta</u>	<u>Fall 2001</u>	<u>Elementary Statistics undergraduate-level lecture</u>	<u>non-matriculated</u>
<u>University of Florida</u>	<u>Fall 2004 to 2005</u>	<u>M.S. Forensic Science</u>	<u>December 2005</u>

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

13th National CODIS Conference and State Administrators Meeting, FBI; Arlington, VA; November 10-13, 2008

Y-STR Training Course, Instructed by Timothy Kupferschmid of Sorenson Forensics, Augusta, ME October 7, 2008.

Ray Wickenheiser DNA Mixture Interpretation Workshop. Concord, NH. April-May 2007.

Transition to Leadership Training, State of Maine Security and Employment Service Center. Augusta, ME. April 2007.

National Institute of Justice 7th Annual DNA Grantees Workshop. Washington, D.C. June 2006.

University of Florida Masters in Forensic Science Program. Online. August 2004 through December 2005. 6 credit hours transferred from University of Southern Maine. 26 credit hours earned through Distance, Continuing, and Executive Education at University of Florida

George Carmody Mixture and Kinship Statistics Lecture. Augusta, ME. November 2004.

American Academy of Forensic Sciences 55th Annual Meeting. Chicago, IL. February 2003.

- o Extracting DNA Profiles from Challenging Samples Workshop
- o Low Copy Number DNA Analysis Workshop

Managing Your Time Seminar, State of Maine State Training and Development. Augusta, ME. December 2002.

PowerPlex-16 STR Analysis Workshop, Promega Corporation. Memphis, TN. April 2002.

Northeast Association of Forensic Scientists 27th Annual Meeting. Mt. Snow, Vermont. October 2001.

DNA Auditor Training, Federal Bureau of Investigation. Quantico, VA. September 2000.

American Academy of Forensic Sciences 51st Annual Meeting. Orlando, FL. February 1999.

Northeastern Association of Forensic Scientists 24th Annual Meeting. Newport, RI. November 1998.

CODIS DNA Database Training, Federal Bureau of Investigation. McLean, VA. March 1998.

American Academy of Forensic Sciences 50th Annual meeting. San Francisco, CA. February 1998.

- o Forensic Expert Witness Court Testimony Workshop
- o Recovery, Examination, and Analysis of Remains Workshop
- o Science of Forensic STR Analysis and Data Interpretation Workshop

DNA Forensics Conference, Cambridge Healthtech Institute. McLean, VA. November 1997.

FBI Visiting Scientist Program, DNA Unit, Florida Department of Law Enforcement. Tallahassee, FL. March 1997.

Fifth International Symposium of Human Identification, Promega Corporation. Scottsdale, AZ. October 1996.

Forensic PCR Typing Workshop (D1S80 and AmpFISTR Blue STR), Perkin Elmer. Foster City, CA. July 1996.

American Academy of Forensic Sciences 47th Annual Meeting. Seattle, WA. February 1995.

Intro to Forensic Sciences seminar, Mid-Atlantic Association of Forensic Scientists. Hagerstown, MD. October 1994.

Courtroom Experience: List all 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.

Testified to DNA profiling and interpretation 22 times since March 1998

Professional Affiliations: List any professional organizations 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 Science – Associate Member

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

(1) Job Title Forensic Biology Supervisor/Sen. Lab. Scientist Tenure Oct 2000 to present
 Employer Maine State Police Crime Laboratory
 Principal Duties: DNA Technical Leader and Supervisor of five DNA Analysts; Performing casework;

Technical reviews and Admin reviews; Providing mentoring, training, and technical help to employees; LIMS Administrator; ordering equipment, managing grants; limited teaching and tours.

(2) Job Title Forensic DNA Analyst Tenure Feb 1997 to Oct 2000

Employer Maine State Police Crime Laboratory

Principal Duties: Validation and initiation of forensic DNA testing; Serological testing and DNA analysis of forensic samples; interpretation, report writing. And testifying in court to scientific findings and conclusions; Technical reviews of other DNA Analysts work; teaching and tours to law agencies and schools; CODIS and LIMS administrators.

(3) Job Title Criminalist – DNA Tenure July 1996 to Feb 1997

Employer Tulsa Police Department Crime Laboratory

Principal Duties: Validation and initiation of forensic DNA testing; Serological testing and DNA analysis of forensic samples; interpretation, report writing, and testifying in court to scientific findings and conclusions.

(4) Job Title DNA Technologist Tenure April 1994 to July 1996

Employer Armed Forces DNA Identification Laboratory

Principal Duties: DNA extraction, amplification, and mitochondrial DNA sequencing of samples for identification.

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 consider relevant to your qualification as a forensic scientist. (Use additional sheets if necessary).

Presentations:

“Validation and Case Examples Using AmpFISTR Profiler.” Northeastern Association of Forensic Scientists Annual Meeting. Newport, RI. November 1998.

“Observed Mutation Rate in the Hypervariable region of Mitochondrial DNA in the Old Order Amish Pedigree.” American Academy of Forensic Sciences 47th Annual Meeting. Seattle, WA. February 1995.

Publications:

Parsons TJ, Muniec DS, Sullivan K, Woodyatt N, Alliston-Greiner R, Wilson MR, Berry DL, Holland KA, Weedn VW, Gill P, Holland MM. A high observed substitution rate in the human mitochondrial DNA control region. *Nat Genet* 1997 Apr;15(4):363-8.

Berrettinni WH, Ferraro TM, Choi H, Goldin L, Detera-Wadleigh SD, Muniec DS, et.al. Linkage studies of bipolar illness. *Archives of Gen. Psychiatry* 1997; 54: 27-35.

Detera-Wadleigh SD, Badner JA, Goldin LR, Berrettinni WH, Sanders AR, Rollins DY, Turner G, Moses T, Haerian H, Muniec DS, et. al. Affected-sib-pair analyses reveal support of prior evidence of a susceptibility gene on locus 21q. *American Journal of Human Genetics* 1996; 58: 1279-1285.

Detera-Wadleigh SD, Yoon SW, Berrettinni WH, Goldin LR, Turner G, Yoshikawa T, Rollins DY, Muniec DS, et. al. The adrenocorticotropin receptor/melanocortin receptor-2 (ACTHR/MC-2) maps within a reported region for bipolar illness on chromosome 18. *American Journal of Medical Genetics*

Neuropsychiatric Genetics 1995; 60: 317-321.

Detera-Wadleigh SD, Hsieh W-T, Berrettinni WH, Goldin LR, Rollins DY, Muniec DS, et. al. Genetic susceptibility linkage mapping for a susceptibility locus to bipolar illness: chromosomes 2, 3, 4, 7, 9, 10p, 11p, 22, and Xpter. American Journal of Medical Genetics Neuropsychiatric Genetics 1994; 54: 206-218.

Detera-Wadleigh SD, Berrettinni WH, Goldin LR, Martinez M, Hsieh W-T, Hoehe MR, Encio JJ, Coffman D, Rollins DY, Muniec DS, et. al. A systematic search for a bipolar predisposing locus on chromosome 5. Neuropsychopharmacology 1992; 6: 219-229.

Berrettinni WH, Detera-Wadleigh SD, Goldin LR, Martinez M, Hsieh W-T, Hoehe MR, Choi H, Muniec DS, et. al. Genomic screening for genes predisposing to bipolar disease: Results for one third of the genome. Biological Psychiatry 1991; 2: 449-451.

Berrettinni WH, Detera-Wadleigh SD, Goldin LR, Martinez M, Hsieh W-T, Hoehe MR, Choi H, Muniec DS, et. al. Genomic screening for genes predisposing to bipolar disease. Psychiatric Genetics 1991; 2: 190-208.

STATEMENT OF QUALIFICATIONS

(Use additional sheets if necessary)

Name of Lab Maine State Police Crime Laboratory Date December 4, 2008

Name Cathy MacMillan Job Title Forensic DNA Analyst

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

- | | |
|--|---|
| <input type="checkbox"/> controlled substances | <input type="checkbox"/> toxicology |
| <input type="checkbox"/> firearms/toolmarks | <input checked="" type="checkbox"/> biology |
| <input type="checkbox"/> trace evidence | <input type="checkbox"/> questioned documents |
| <input type="checkbox"/> latent prints | <input type="checkbox"/> crime scene |
| <input type="checkbox"/> digital evidence | |

Please list all subdisciplines in which you perform casework:

Education: List all higher academic institutions attended:

Institution	Dates Attended	Major	Degree Completed
University of Waterloo	09/1982-05/1987	Molecular Biology	Honours Bachelor of Science

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

TRAINING - FORENSIC DNA ANALYSIS

March 2001 to June 2001:

I completed the Maine State Police Crime Laboratory Forensic DNA Analyst training program. This program consisted of practical examinations, a written examination and a proficiency test.

Sept. 1998 to January 1999:

I attended a two week PCR training workshop in Ottawa, Ontario that was part of a six month Reporting Officer training program. This program consisted of practical examinations and a proficiency test under the direction of Dr. John Bowen, i/c Biology Training at the Central Forensic Laboratory. I successfully completed the program on January 13th 1999.

June 1998 to July 1998:

Completed analyst conversion training from Multiplex STR systems to AmpFl STR Profiler Plus PCR analysis.

November 1995 to March 1996:

I successfully completed a six-month PCR (Polymerase Chain Reaction) Analyst Course. This training program, under the supervision of Dr. John Bowen, I/C Biology Training at the Central Forensic Laboratory, included: the analysis of numerous repetitive samples (using PCR), practical exams, and a final competency test.

February 1994

I attended and successfully completed a five-week Forensic Biology DNA Workshop in Edmonton,

Alberta. This was part of a six-month Reporting Officer training program in RFLP (Restriction Fragment Length Polymorphism) Analysis.

TRAINING - FORENSIC BIOLOGY

October 1995:

I completed the Hair Training Module which covered the identification of hair (human vs. animal), determination of body origin, method of removal and determination of racial origin.

August 1989 to February 1991:

I successfully completed an eighteen-month Serology Understudy training program, as prescribed by the Chief Scientist for Biology. I have been certified as a Forensic Serology Examiner by the R.C.M. Police.

My training program consisted of:

- the study of textbooks, journals and research papers, of an international scope, dealing with the theoretical and practical aspects of serological examinations
- writing numerous essays, performing experiments, conducting lectures, and completing practical test cases.
- training in the continuity of exhibits and the searching of exhibits
- successful completion of all oral and written examinations, mock trials, and practical test cases

CONFERENCE ATTENDANCE

- August 20-25, 1992, Canadian Society of Forensic Sciences (CSFS) 39th Annual Meeting and Biology Symposium, Halifax, Nova Scotia
- November 9-10, 1994, Canadian Identification Society Seminar, Regina, Saskatchewan
- September 27, 1995, Statistics in Forensic Science Workshop, Toronto, Ontario
- September 26-30, 1995, CSFS 42nd Annual Meeting, Toronto, Ontario
- September 18-20, 1997, CSFS 44th Annual Meeting, Regina, Saskatchewan
- October 1998, Interview Training Workshop, 3 day course, Ottawa, Ontario
- June 13-15, 1999, Cambridge Healthtech Institute's Third Annual DNA Forensics, McLean, Virginia, USA
- November 16-21, 1999, CSFS 46th Annual Meeting held jointly with The Canadian Bar Association: Criminal Justice Sections and the Criminal Trial Lawyers Association, Edmonton, Alberta
- April 11-13, 2000- Three Day Media Relations Course, F Div. HQ, Regina, SK
- May 8th-10th, CODIS Training, Ottawa, Ontario
- May 29-June 1, 2000, Life/ Work Series Workshop - Four Day Course (Self-Directed Career Management Workshop etc.)

- October 4, 2000, Women in Policing, Invited Lecturer, Saskatoon, SK
- October 10-15, 2000-11th International Symposium on Human Identification, Biloxi, Mississippi
- November 1, 2000- CODIS Administrator's Workshop, Ottawa, Ontario
- November 2-4th, 2000-47th Annual General Meeting of the CSFS, Ottawa, Ontario
- August 27-29, 2001, Promega STR Educational Forum, Boston, MA
- October 8 - 13, 2001, 12th International Symposium on Human Identification, Biloxi, Mississippi
- November 6 - 10, 2001 48th Annual Meeting of the Canadian Society of Forensic Science, Toronto, Ontario, Canada
- November 29 - 30, 2001, DNA Auditor Training, Concord, New Hampshire, USA
- Invited Lecturer at the Maine Criminal Justice Academy
- April 2, 2002, New England Regional SWGDAM Meeting, Concord New Hampshire
- October 5 - 11, 2002, 13th International Symposium on Human Identification, Phoenix, Arizona
- October 22, 2002, New England Regional SWGDAM Meeting, Concord New Hampshire
- June 17, 2003, New DNA Technology Expedition, Portland, Maine
- September 29-October 2, 2003, 14th International Symposium on Human Identification, Phoenix,

Arizona

- October 20, 2004, New England Regional SWGDAM Meeting, Concord New Hampshire
- November 9, 2004, Lecture by Dr. George Carmody, Carleton University, Ottawa, Ontario, Canada – Interpretation and Calculations of DNA mixtures/Kinship Statistics
- December 13 – 15, 2004, DNA Auditor Refresher Course/Grant Progress Assessment Training, Largo, Florida
- February 2, 2005, New England Regional SWGDAM Meeting, Concord New Hampshire
- June 7th, 2005, GeneMapper and ABI 3130 Genetic Analyzer Operation Training, Erica Fraser, Field Application Specialist, Augusta, Maine (8 hr)
- December 22, 2005, Lecture by Dr. Irv. Kornfield, University of Maine, Orono, Maine
- April 5, 2006, Lecture by Guy E. Burnett, held at Augusta, Maine, “Expert Testimony and the Daubert Decision etc. (8 Hr)
- April 7, 2006, Invited Lecturer, FBI ERT Training Session, Wilmington, MA
- May 11-13, 2006, DNA Fingerprinting and Civil Liberties, Boston, MA
- December 11th, 2006, New England Regional SWGDAM Meeting, Concord, New Hampshire
- February 20th – 24th 2007, American Academy of Forensic Sciences Annual Meeting, San Antonio, TX
- April 30th- May 1st, 2007, DNA Mixture Workshop, Concord, NH
- August 4th-6th, 2008, Green Mountain DNA Conference, Burlington, VT
- October 7th, 2008, Y STR Training Course, Augusta, ME

Courtroom Experience: List all 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.

Date	Location	Case No.	Other
91 June 05	Saskatoon, SK	91-351	Prelim.
91 Aug 14	Pelly, SK	91-325	Prelim.
91 Aug 22	Saskatoon, SK	91-351	QB Court
91 Oct 03	Prince Albert, SK	91-626	Prelim.
91 Oct 10	Saskatoon, SK	91-963	
91 Oct 29	Vegreville, AB	91-990	
92 Jan 09	Rose Valley, SK	91-1389	
92 Feb 13	Regina, SK	91-1351	
92 Feb 14	Weyburn, SK	91-478	Defense Witness
92 Feb 19	LaRonge, SK	91-1223	
92 March 03	Prince Albert, SK	91-626	QB Court
92 April 21	Yorkton, SK	91-325	QB Court
92 May 05	Saskatoon, SK	91-129	QB Court
92 May 07	Balcarres, SK	92-414	
92 May 27	Regina, SK	92-410	
92 June 17	LaRonge, SK	92-1224	
92 July 23	Rosthern, SK	92-240	
92 October 20	Grande Prairie, AB	92-612	
92 November 02	Prince Albert, SK	92-1360	
92 November 04	LaRonge, SK	91-1224	
92 November 18	Yorkton, SK	92-966	
92 November 24	Regina, SK	92-138	a.m.
92 November 24	Regina, SK	92-1230	p.m.
92 December 01	Saskatoon, SK	91-1460	QB Court
92 December 02	Regina, SK	92-410	QB Court
93 April 06	Edmonton, AB	92-941	QB Court
93 June 01	Prince Albert, SK	93-383	
93 June 17,18	Bathurst, NB	92-846	
93 September 14	Nain, NFLD	93-576	
94 January 19	Lloydminster, SK	93-1054	
94 June 01	Regina, SK	93-1028	

94 June 01 Regina, SK 93-1273
 94 October 24 N. Battleford, SK 93-1384
 94 December 01 Saskatoon, SK 94-775
 95 February 23 Melville, SK 94-1008 Defense Witness
 95 June 05 Ft. Qu'Appelle, SK 94R1066
 95 June 20 Regina, SK 94R740 Defense Witness
 96 March 13 Regina, SK 94R1066
 96 November 08 Regina, SK 96R686 PCR- Analyst =AO
 96 November 15 Wynyard, SK 95R1210 PCR= AO
 96 November 29 N. Battleford 95R857 PCR= AO
 97 May 07 Regina, SK 96R1146 PCR =AO

Date Location Case No. Other

97 October 07 Regina, SK 96R686 QB Court-PCR=AO
 97 November 03 Regina, SK 96R135
 97 December 08 Vancouver, BC 97R145 PCR=AO
 98 May 05 Hamilton, Bermuda 96R330 PCR=AO
 98 June 16 Regina, SK 96R135 QB Court- PCR=AO
 98 November 24 Regina, SK 98R128/129 PCR=AO
 99 July 13 Kindersley, SK 99R0028 PCR=AO
 99 July 23 Prince Albert, SK 99R341 Semen id. only
 99 November 23 Saskatoon, SK 99R279 PCR=RO
 00 March 13 Regina, SK 99R1523 RO=reporting officer
 00 March 20 Saskatoon, SK 99R279 QB Court- RO
 00 March 22 Prince Albert, SK 20R0080 RO
 00 July 07 Regina, SK 00R285 RO
 00 September 25 Pt. Coquitlam, BC 99R1012 RO
 00 November 23 Saskatoon, SK 99R279 QB Court- RO
 01 April 17 Saskatoon, SK 99R1055 RO
 01 June 14 Vancouver, BC 99R1012 QB Court- RO
 02 March 12 Saskatoon, SK 99R1055 QB Court- RO
 02 May 08 North Battleford, SK 99R690/99R713 QB Court- RO
 03 July 15 Skowhegan, ME L02-385 DNA Analyst
 03 July 21 Machias, ME L02-796
 03 September 16 Portland, ME L03-76
 03 November 18 Alfred, ME L02-222
 03 November 24 Portland, ME L02-005
 03 December 30 Portland, ME L02-005 Voir dire and Fed. Trial
 04 August 10 Alfred, ME L02-583
 04 September 21 Machias, ME L04-64
 05 January 26 Augusta, ME L04-410
 05 February 16 Wiscasset, ME L04-428
 05 March 15 Auburn, ME L04-136 Androscoggin Superior
 05 May 10 Alfred, ME L04-267
 05 May 31 Auburn, ME L03-515 Androscoggin Superior
 06 June 7 Ellsworth, ME L06-49 Grand Jury
 06 September 8 Augusta, ME L83-007 Grand Jury
 06 December 8 Augusta, ME L05-819 District/Superior Court
 07 January 18 Augusta, ME L83-007 Superior Court (bail)
 07 May 17 Machias, ME L06-891
 07 Sept. 26 Skowhegan, ME L06-66 Superior Court
 07 Nov. 14 Auburn, ME L07-128 Androscoggin Superior
 08 Mar. 26 Bangor, ME L06-449 Penobscot Superior

08 June 12	Augusta, ME	L83-007	Suppression Hearing
08 August 20	Ellsworth, ME	L05-56	Superior Court
08 Sept. 17	Auburn, ME	L07-832	Superior Court
08 Oct. 10	Bath, ME	L02-385	Post-Conviction Hearing
08 Nov. 20	Bangor, ME	L07-176	Superior Court

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

Member of the Canadian Society of Forensic Science
 Secretary of the Biology Section - Nov. 2000 to Nov. 2002
 Associate Member of the American Academy of Forensic Science

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

(1) Job Title DNA Analyst Tenure April 2001 to present

Employer Maine State Police Crime Laboratory

Principal Duties: analysis of evidence using flourescent STR on 310 CE, interpretation of DNA results report writing, court testimony

(2) Job Title Lead Auditor Tenure Feb. 2003 to present

Employer NFSTC

Principal Duties: independent consultant conducts audits of Forensic DNA laboratories in the US

(3) Job Title Forensic Scientist - DNA Tenure Nov. 1995 to March 2001

Employer Royal Canadian Mounted Police, Regina, Saskatchewan, Canada

Principal Duties: received exhibits, searched exhibits, determined forensically significant stains and removed them for DNA analysis, extracted, quantified, amplified DNA samples using multiplex PCR, generated profiles using 377 technology and gave court testimony interpreted PCR results, prepared reports and gave court testimony

(4) Job Title Forensic Scientist - Serologist Tenure Aug. 1989 to Jan. 1994

Employer Royal Canadian Mounted Police, Regina, Saskatchewan, Canada

Principal Duties: received exhibits, examined exhibits for the presence of body fluids, analyzed stains using protein markers (eg. PGM, EAP), prepared reports and testified in court

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 consider relevant to your qualification as a forensic scientist. (Use additional sheets if necessary).

(4) June 1987 - Sept. 1987- Forensic Assistant, Biology Section - Center of Forensic Science in Toronto,

Ontario

(5) Jan. 1986 - Sept. 1986 - Research Assistant, Serology Section - Royal Canadian Mounted Police in Sackville, New Brunswick

Papers:

Kuperus WR, Hummel KH, Roney JM, Szakacs NA, MacMillan CE et al., Crime Scene Links Through DNA Evidence: The Practical Experience From Saskatchewan Casework. Canadian Society of Forensic Science Journal, Vol. 36, No. 1 March 2003

Szakacs N., and MacMillan C. Perspectives on DNA Casework: Unusual Exhibits, Mixture Interpretation and Profiles from Inhibited PCR Reactions. Poster presented at the 11th International Symposium on Human Identification, Promega 2000

Hummel K., Roney J., Wickenheiser R., Szakacs N., MacMillan C., et. al., Update on Unusual Exhibit Material Yielding Successful DNA profiles using PCR STR typing. 4th Annual Cambridge Healthtech Institute's DNA Forensics Conference; Springfield, Virginia.

Wickenheiser R.A., Roney J.M., Hummel K., Szakacs N.A., MacMillan C.E., et. al., Unusual Exhibit Material Yielding Successful DNA Profiles Using PCR STR Typing. Poster presented at the 10th International Symposium on Human Identification, Promega 1999.

Leclair B., Elliott J.C., MacMillan C.E., Carmody G.R. and Fournay R.M. Fluorescent STR Allele Precision Measurement on ABI 377 Sequencers in a Forensic Laboratory. Abstract presented at the 1996 Annual Meeting of the American Academy of Forensic Sciences.

Wickenheiser R., MacMillan C., and Challoner C. Case of Identification of Severely Burned Human Remains via Paternity Testing with PCR DNA Typing. Paper presented at the 1997 Annual Meeting of the Canadian Society of Forensic Sciences

LT. WILLIAM S. HARWOOD

Maine State Police
45 Commerce Dr.
Suite 1, 42 S.H.S.
Augusta, ME 04333
Work Telephone: 207-624-7204
e-mail: bill.s.harwood@maine.gov

Last Updated 4/24/09

EDUCATION

B.A. Zoology, University of Maine at Orono, Maine (May 1989)
B.A. Medical Technology, University of Maine, Orono, Maine (May 1989)

EMPLOYMENT

Sept. 2008 - Present Maine State Police Lieutenant, Augusta, Maine

- Manage the Maine State Police Records Unit
- Manage Maine State Police Special Projects
- Manage the Maine State Police Inspections Process

Oct. 2002- Sept. 2008 Maine State Police Sergeant, Assistant Director of the Maine State Police Crime Laboratory, Augusta, Maine

- Acting Director from 6/11/03 to 3/22/04 while between civilian directors
- Assistant Director of the Crime Laboratory, to act in the capacity of the director in his absence
- Supervisor of Latent Print Unit, Firearms Unit, Photography, and Evidence Receiving
- Responsible for the overall laboratory Quality Assurance and Training
- Responsible for ensuring laboratory maintains ASCLD accreditation

July 1997-Oct. 2002 Maine State Police Detective, Maine State Police, CID II, Augusta, Maine

- Child Abuse Investigator
- Death Investigator (Murder, Suspicious Deaths, Drug Overdose, SIDS)
- Instructor at the Maine Criminal Justice Academy
- Hostage Negotiator

June 1994-July 1997 Maine State Trooper, Maine State Police, Troop D, Thomaston, Maine

- Responsible for the enforcement of the criminal and traffic laws of the State of Maine.
- Field Training Officer
- Certified Aircraft Observer

July 1989-June 1994 Forensic Chemist, Maine State Police Crime Laboratory, Augusta, Maine

- Responsible for the analysis, identification and comparison of physical evidence-including, but not limited to, blood, body fluids, hair, fibers, paint, glass, gunshot residue and physical matches
- Instruct evidence collection and preservation courses at the Maine Criminal Justice Academy, local police departments, local hospitals, etc.

June 1989- Intern, Maine State Crime Police Crime Laboratory, Augusta, Maine
July 1989

PROFESSIONAL AFFILIATIONS/CERTIFICATIONS

- Member of the American Society of Clinical Laboratory Directors, 2004-2009
- Northeast Association of Forensic Scientists, 1989-94
- American Society of Clinical Pathologist, 1989-94
- National Certification Agency for Medical Technologist, 1989-94

PRESENTATIONS/COURSES INSTRUCTED

- Instructor at the Maine Criminal Justice Academy – Child Abuse
- Instructor at the Maine Criminal Justice Academy – Death Investigation
- Instructor at the Maine Criminal Justice Academy – Practical Application of Criminal Law
- Instructor at the Maine Criminal Justice Academy- Collection and Preservation of Physical Evidence
- Instructor at several hospitals in Maine on the collection of Sexual Assault Kits
- Presenter at the Colby Conference – Child Abuse Logan Marr presentation
- Presenter at the Maine Medico-Legal Society – Child Death

SPECIAL COMMENDATIONS

- Maine State Police Trooper of the Year for Troop D (1996)
- CID II Detective of the Year Peer Award (1999)
- CID II Outstanding Detective of the Year (2000)
- Maine State Police Trooper of the Year (2000)
- Crime Laboratory Employee of the Year (2004)
- Crime Laboratory Director's Award (2005)
- Maine State Police Meritorious Service Award (2008)

COMMITTEES

- Records Management System Steering Committee
- Maine State Trooper's Association Retirement Committee Chair
- 2004 Chair ASCLD re-accreditation committee for the Maine State Police Crime Laboratory
- Digital Camera and Digital Audio Chair
- Digital Video Committee

Sgt. Michael G. Field

Maine State Police
Records Management Services Unit
45 Commerce Drive
Augusta, ME 04333
Work Telephone: 207-624-7275
e-mail: michael.g.field@maine.gov

Last Updated 7-24-09

EDUCATION

Mt. Ararat High School
U.S. Army Basic Training and Military Police School
Cedarville College study in criminal justice and bible
63rd Municipal County Basic Police School
44th Maine State Police Academy

EMPLOYMENT

September 2004 – Present Maine State Police Sergeant, Records Management Services Unit.

- Management of State Police records
- Management of Uniform Crime Reporting and National Incident Based Crime Reporting for the State of Maine

November 1994 – September 2004 Maine State Police Trooper assigned to Troop D Thomaston

- Responsible for the enforcement of the criminal and traffic laws of the State of Maine.
- Firearms Instructor.
- Acted as Cadre at the Maine Criminal Justice Academy for three Municipal/County classes.

February 1989 – November 1994 Town of Topsham Patrol Office

- Responsible for the enforcement of the criminal and traffic laws of the State of Maine.
- D.A.R.E. Officer 2004.
- Principal Firearms Instructor.

February 1986 – February 1992 U.S. Army Reserve 94th Military Police Company Bridgeton Maine.

- Promoted to rank on Sergeant 1990
- Operation Desert Shield/Storm 1990-1991.

Sgt. Michael G. Field

Maine State Police
Records Management Services Unit
45 Commerce Drive
Augusta, ME 04333
Work Telephone: 207-624-7275
e-mail: michael.g.field@maine.gov

Last Updated 7-24-09

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- Operation Desert Shield/Storm 1990-1991.

Robin P. Parker

Sergeant

Maine State Police-Crime Laboratory

26 Hospital Street

Augusta, ME 04333

Work Phone: 207-624-7111

Fax: 207-287-4688

E-Mail: robin.p.parker@maine.gov

EDUCATION:

Attended-Saddleback College, California

Chapman University

University of Maryland

EMPLOYMENT:

Maine State Police – 1994 to present:

- Sergeant-Maine State Police Crime Lab; September 2008 to present
- Sergeant-Patrol Sgt. Troop C-Skowhegan June 2008-Sept. 2008
- Sergeant-In charge of Gambling Control Unit May 2005-June 2008
- Detective-Criminal Investigation Division II; June 1999-May 2005
- Trooper-Troop C Skowhegan Barracks; November 1994-June 1999

CURRENT POSITION:

- + Supervise Evidence Receiving Technician
- + Oversee and ensure evidence is received, marked and secured in accordance with laboratory policy, which includes utilizing LIMS (Laboratory Information Management System)
- + Administrator for the Evidence Recovery Team: ensuring the team of about 30 members are properly trained and equipped to perform their duties.
- + Responsible for the Audio/Photo Digital Filemover Program. Ensure that all files are successfully moved into the Fortis storage data base and make copies of disc's upon request.
- + Responsible for Building Security
- + Responsible for coordinating/scheduling Homicide meetings with Attorney Generals Office, Criminal Divisions, Crime Lab Staff and Medical Examiners Office.

Maine State Prison – May 1992-May 1994

- Prison Guard

United States Marine Corps – June 1984 to January 1992

- Military Police investigator

SPECIALTIES:

Crisis Negotiation Team; October 2004 to present

Critical Incident Stress Debriefing Team; 2005 to present (currently the team leader)

TRAINING:

- 95th Basic Corrections School; Maine State Prison, Thomaston Maine: June 1992 (80 hours)
- 43rd Maine State Police Academy; Maine Criminal Justice Academy, Waterville Maine: June-November 1994 (960 hours)
- Basic Drug Investigation; Portland Maine: July 1996 (80 hours)
- Field Training Officers Program; Maine Criminal Justice Academy, Vassalboro Maine: April 1996 (6 hours)
- DARE Officer Core Training; Maine Criminal Justice Academy: November 1996 (80 hours)
- Traffic Accident Reconstruction; MCJA: May 1998 (80 hours)
- Reid Method of Interview & Interrogations; MCJA: October 1999 (24 hours)
- Homicide Investigations; Biddeford Maine: November 1999 (40 hours)
- Cold Case Homicide Investigations; MCJA: March 2000 (20 hours)
- Basic Police Photography; MCJA: May 2000 (40 hours)
- Advanced Homicide Investigations; Toronto, Ontario Canada: May 2000 (40 hours)
- Advanced Interview and Interrogations Techniques; April 2001 (16 hours)
- Response to Weapons of Mass Destruction Incidents; June 2002 (16 hours)
- Records Management System(RMS); MCJA: January 2003 (16 hours)
- Method of Instruction; MCJA: February 2003 (40 hours)
- Basic Law Enforcement, Post Traumatic Stress Disorder Management; MCJA: October 2004 (16 hours)
- NESPAC Basic Crisis Negotiation Course; Mass. State Police Academy, New Braintree, MA: October 2004 (40 hours)
- Critical Incident Stress Debriefing Training; Dr. Robert Macy, MCJA: 2005 (24 hours)

DNA FORENSIC ANALYST

Engineering & Physical Science
Physical Science
Forensic Science
Worker

4209
EPS1028101
Range 27
0996

DESCRIPTION: This is professional services work involving the scientific examination, testing, and analysis of physiological evidence collected in connection with criminal investigations. Responsibilities include examining and analyzing evidence by employing scientifically valid forensic DNA, chemical, physical, biological, and serological tests; evaluating and preparing a written opinion concerning the identification and comparability of blood, body fluids, and hair or skin samples; and testifying as an expert witness in a Court of Law. Supervision may be exercised over professional and/or technical support personnel. Work is performed under limited supervision.

REPRESENTATIVE TASKS: *(A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned).*

- ...Examines, analyzes, and compares various types of physical evidence using scientifically valid laboratory tests/procedures in order to identify evidence and determine the degree of comparability of evidence to other samples.
- ...Explains and interprets forensic DNA findings, their scientific basis, and statistical significance in criminal court proceedings in order to provide expert testimony.
- ...Liaisons with federal, state, county, and local law enforcement agencies, the medical and scientific communities, and communications media in order to compare and explain analytical results and provide information concerning DNA Forensic Unit services.
- ...Trains law enforcement personnel in proper methods of handling physiological evidence and capabilities of forensic DNA analysis in order to ensure the integrity and continuity of case evidence and promote the use of DNA evidence.
- ...Participates in developing and implementing programs such as forensic DNA proficiency testing, quality assurance and control, and laboratory safety in order to obtain and maintain necessary accreditation and ensure the integrity of analytical testing and results.
- ...Writes and maintains records of daily logs, reports, and case records in order to document information for future reference and retrieval.
- ...Orders and monitors stock levels of reagents, chemicals, and unit supplies in order to ensure sufficient supplies/materials to perform required testing/services.
- ...Processes crime scenes and vehicles and collects, packages, marks, and receives evidence in order to identify and obtain physical evidence and ensure the integrity and continuity of case evidence.
- ...Writes technical reports and opinions of analytical findings and their interpretation in order to document results and provide expert written opinion/testimony.

KNOWLEDGES, SKILLS, AND ABILITIES REQUIRED: *(These are required to successfully perform the work assigned).*

- ...Knowledge of forensic DNA principles, laboratory techniques, procedures, and technology.
- ...Knowledge of physiological evidence collection and preservation techniques.
- ...Knowledge of rules of evidence.
- ...Knowledge of forensic serology.
- ...Knowledge of Electrophoresis/Isoelectric Focusing.

DNA Forensic Analyst

- ...Knowledge of the principles and practices of quantitative/qualitative organic chemistry.
- ...Knowledge of biochemistry, genetics, molecular biology, and recombinant DNA technology.
- ...Knowledge of laboratory safety rules, regulations, and procedures.
- ...Knowledge of forensic DNA laboratory proficiency and validation studies.
- ...Knowledge of photography and photographic equipment.
- ...Ability to perform forensic DNA - RFLP and DNA - PCR analyses.
- ...Ability to evaluate and interpret forensic DNA test results.
- ...Ability to present and defend findings in a Court of Law.
- ...Ability to communicate effectively orally and in writing.
- ...Ability to examine, analyze, identify, and compare various types of physical evidence.
- ...Ability to prepare reagents and solutions.

MINIMUM QUALIFICATIONS: *(Entry level knowledges, skills, and/or abilities may be acquired through, **BUT ARE NOT LIMITED TO** the following coursework/training and/or experience).*

A seven year combination of education, training, and/or experience comprised of a Bachelors Degree in a biological, chemical, or forensic science which includes training or coursework in the areas of genetics, biochemistry, and molecular biology -AND- three years experience in forensic analysis which includes training or experience in the location, identification, and genetic characterization of body fluids.

LICENSING/REGISTRATION/CERTIFICATION REQUIREMENTS: *(These must be met by all employees prior to attaining permanent status in this class).*

None.

EXAM PLAN: *(This must be successfully completed by all employees prior to attaining permanent status in this class).*

Direct Hire.



John Elias Baldacci
Governor

STATE OF MAINE
Maine State Police Crime Laboratory
26 Hospital Street
133 State House Station
Augusta, Maine
04333-0133

A Nationally Accredited Laboratory



S. Elliot Kollman
Director

8 April 2009

Mr. Thurston Bryant
US Department of Justice

- I. Under award 2005-DN-BX-K086 an Environmental Assessment (EA) was submitted and a finding of No Significant Impact (FONSI) was issued.
- II. This project involved the hiring of a forensic scientist-DNA to extract and analyze positively screened evidence and to be sent to our CODIS administrator for uploading into the system to determine if a potential suspect is databased, as well as the purchase of additional DNA profiling kits.
- III. The project under the solicitation CDFA #16.808 involves the hiring of a forensic scientist-DNA to extract and analyze Convicted Offender evidence using y-STRs and to be sent to our CODIS administrator for uploading into the States database system to establish a searchable y-STR database and the purchase of required supplies for the analysis of the samples.
- IV. The information provided in the EA for award 2005-DN-BX-K086 still applies to the FY 2009 solicitation as is demonstrated by the fact that both awards are to be utilized for DNA extraction and analysis. The policies and procedures used when the EA for award 2005-DN-BX-K086 was prepared and submitted are current and remain in effect by our agency.

Specifically, it was determined that certain environmental and socioeconomic resources that frequently receive attention in NEPA analyses would not be applicable to the Proposed Action for CDFA #16.808. The following are the resources areas that have been dismissed from analysis, and the reason for their dismissal:

▪ Air Quality

No new emissions would be created or result as the implementation of this action. There would be no impacts to air quality. The laboratory is in compliance with applicable State and local regulations pertaining to air quality. Both chemical and biological containment hoods used in the processing of DNA samples are vented according to regulations, including appropriate and properly maintained filter systems as well as other engineering controls to protect both internal and external air quality. There is no known air quality effects associated with the operation of crime laboratory facilities. No open burning will take place at these sites.

INTEGRITY * FAIRNESS * COMPASSION * EXCELLENCE



John Elias Baldacci
Governor

STATE OF MAINE
Maine State Police Crime Laboratory
26 Hospital Street
133 State House Station
Augusta, Maine
04333-0133

A Nationally Accredited Laboratory



S. Elliot Kollman
Director

- Water Resources (Water Quality, Surface Water, Wetlands, Floodplains, Coastal Barrier Resources, Wild and Scenic Rivers)
- **Floodplain Management and Protection of Wetlands.** No new construction, minor renovations and/or changes to the existing use of this laboratory will be funded in this grant. The laboratory is not included in a 100-year flood plain or protected wetland area.
- **Coastal Zone Management Act.** Not applicable.
- **Wild and Scenic Rivers.** As no new construction will be funded and current land use will go unchanged under the project, no rivers, waterways, or portions thereof will be affected by the initiation of this project.
- **Coastal Barrier Resources.** The project site is not located within the Coastal Barrier Resources System.
- Geology, Topography, Soils (Includes Farmland Protection): The Proposed Action involves a research and testing action within an existing facility. No additional construction or other ground disturbing activities would occur. There would be no impacts to geology, topography or soils. As no new construction will be funded and current land use will go unchanged under the project, this will not directly or indirectly convert important farmland.
- Land Use: There will be no changes to prior land use as a result of the actions being performed under the project. The project will take place at sites currently zoned for use as a forensic laboratory.
- Transportation: There will be no significant increase in or effect on motor vehicle traffic in surrounding areas as a result of the project as the project sites are already operational laboratory facilities.
- Natural Environment (Wildlife, Wildlife Habitat, and Vegetation): There are no known direct or indirect effects on wildlife, their habitats, or unique natural environmental features as a result of the operation of public or private crime laboratory. This includes the work performed at this laboratory. No new construction is funded under this program.
- Endangered Species: As the project involves only analytical activities within the walls of currently existing crime laboratory facilities, this project will have no effect on any currently listed endangered or threatened species or critical habitat, any proposed critical habitat for an endangered or threatened species, or the continued existence of any proposed endangered or threatened species.

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Director

- Human Population (Socioeconomics/Environmental Justice): No persons will be relocated as a result of the project. There will be no impacts on transportation, air emissions, noise, or odors that could affect nearby residents as a result of this project. No land use changes will occur at project sites as a result of the project. Potential population increases in surrounding areas are unrelated to laboratory services funded under the project. In order to protect lab personnel from potential human pathogens, a number of controls and protections are also in place. Laboratory workers exposed to reagents and biohazards are protected by extensive protocols governing the use of chemicals, engineering controls, personal protective equipment (PPE), accidents and spills training, and other criteria used to determine and implement control measures. As there are no major projected adverse environmental impacts associated with the project, there should be no adverse impact on any minority population, low-income group or Indian tribes associated with the program. This grant allows the laboratory to continue normal operations, conducted for the last 13 years without any negative responses from the surrounding community.

- Historic Preservation: The Proposed Action would occur within an existing facility that is not considered historic, as determined by consultation with the Maine State Historic Preservation Officer (SHPO). No historic or cultural resources would be impacted by this action. No new construction, minor renovations and/or changes to the existing use of this laboratory will be funded under this program; therefore this section does not apply. This facility/property is not listed as a Historical site.

- Construction: No new construction will be funded under this project. Therefore, no construction related effects on air or water quality, noise levels, solid waste disposal, soil erosion, or stream siltation will occur as a result of these projects.

- Energy Impacts: The Proposed Action would occur within an existing facility and involves research and testing activities. Testing activities would not require additional energy or put additional demand on the region's energy supply.

- State Environmental Policy Act: The State of Maine's Environmental Policy Act has been in effect since the inception of the Maine State Police Crime Laboratory's DNA unit. Concerns regarding air quality, water quality, waste disposal, etc. were addressed then. The Maine State Police Crime Laboratory has been determined to be in compliance and has maintained that status. The Proposed Action will in no way alter that standing as no new technique or operation is proposed.

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A. Solid and Hazardous Waste Management

1. Solid and Hazardous Waste Management Affected Environment

The Maine State Police Crime Laboratory is required by State and local law to comply with applicable environmental protection and safety regulations. The laboratory follows established internal safety procedures, and are regularly inspected, both through internal and external safety audits, to ensure compliance. Compliance requires adhering to detailed, written standard operating procedures on all aspects of forensic DNA testing including the safe use and disposition of all reagents. It should be noted that forensic DNA testing has mandated standards that require fundamental similarity in the quantity and quality of reagents used and in all analytical methods of testing. Moreover, all of the reagents classified as potentially having a serious or severe impact on either health, flammability or reactivity (which is less than 25% of all reagents used) are disposed through a licensed hazardous waste contractor who must comply with additional environmental safety regulations to retain their licenses.

All solid waste generated by the labs, to include used consumable supplies, excess forensic specimens, and paper refuse, are disposed of in accordance with established laboratory health and safety procedures. An example of such disposal procedures would be discarding used blood collection tubes or chemical pipette tips into biohazard boxes for later incineration. Other processes to effect neutralization of solid hazardous waste include ion exchange resin and or carbon absorption. All hazardous waste material is removed by a licensed hazardous waste contractor and disposed of in accordance with the environmental statutes required by their license. The State has a list of suitable contractors from which a laboratory may choose. The last time the laboratory used the services of a hazardous waste contractor the following company was employed: Clean Harbors Environmental Services, Inc, South Portland, ME.

Our US EPA ID number is MEX020000000.

We presently generate limited hazardous material and dispose of it approximately every six months.

2. Solid and Hazardous Waste Management Environmental Consequences

The Proposed Action will generate a minimal increase in additional solid waste due to a more concerted effort at analyzing biological evidence from Cold Cases and other backlogged cases for DNA during the period of funding.

B. Intergovernmental Review and Other Federal Agency Reaction to the Project

Coordination with the Crime Laboratory's parent agency – the Maine State Police – and the criminal investigation divisions of the Portland and Bangor police departments have been conducted. The result is that these agencies will receive funding for out-of-State travel and overtime upon completion of said function. Their participation will result in no environmental impact.

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C. Cumulative Impacts

There are no known cumulative impacts of this program and related programs/projects. Since the EPA conditionally exempts generators who create 100kg or less of hazardous waste per motion (S261.5, 40CFR Ch.1, 7-1-99 edition), it is likely that the cumulative impact of this project is still below the quantity of reagent needed to invoke an impact assessment. The combined solid and hazardous waste generated will not exceed the 100kg threshold.

D. Unavoidable Adverse Impacts

The project has the potential for impacts from chemicals, but through use of mitigation measures they are not considered to be significant.

E. Mitigation Measures

The Maine State Police Crime Laboratory will not be exceeding (or approaching) the allowable generation of 100kg of hazardous waste per motion.

F. Conclusion

The implementation of The Maine State Police Crime Laboratory's 2006 DNA Capacity Enhancement grant proposal is not expected to result in significant adverse impacts on the environment; therefore, an environmental impact statement is not required and a Finding of No Significant Impact (FONSI) is appropriate.

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S. Elliot Kollman
Director

22 December 2006

Mr. Mark S. Nelson
Senior Program Manager
National Institute of Justice

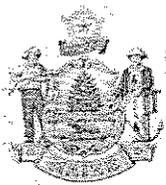
- I. Under award 2005-DN-BX-K086 an Environmental Assessment (EA) was submitted and a finding of No Significant Impact (FONSI) was issued.
- II. This project involved the hiring of a forensic scientist-DNA to extract and analyze positively screened evidence and to be send to our CODIS administrator for uploading into the system to determine if a potential suspect is databased, as well as the purchase of additional DNA profiling kits.
- III. The project under the award 2006-DN-BX-K210 involves the hiring of a forensic scientist-DNA to extract and analyze positively screened evidence and to be send to our CODIS administrator for uploading into the system to determine if a potential suspect is databased and the purchase of an purchase an additional RotorGene system for quantitation, as well as supplies for validating the new system.
- IV. The information provided in the EA for award 2005-DN-BX-K086 still applies to the FY 2006 award as is demonstrated by the fact that both awards are to be utilized for DNA extraction and analysis. The policies and procedures used when the EA for award 2005-DN-BX-K086 was prepared and submitted are current and remain in effect by our agency.

Specifically, it was determined that certain environmental and socioeconomic resources that frequently receive attention in NEPA analyses would not be applicable to the Proposed Action for 2006-DN-BX-K210. The following are the resources areas that have been dismissed from analysis, and the reason for their dismissal:

* Air Quality

No new emissions would be created or result as the implementation of this action. There would be no impacts to air quality. The laboratory is in compliance with applicable State and local regulations pertaining to air quality. Both chemical and biological containment hoods used in the processing of DNA samples are vented according to regulations, including appropriate and properly maintained filter systems as well as other engineering controls to protect both internal and external air quality. There is no known air quality effects associated with the operation of crime laboratory facilities. No open burning will take place at these sites.

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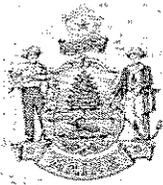
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- Water Resources (Water Quality, Surface Water, Wetlands, Floodplains, Coastal Barrier Resources, Wild and Scenic Rivers)
- **Floodplain Management and Protection of Wetlands.** No new construction, minor renovations and/or changes to the existing use of this laboratory will be funded in this grant. The laboratory is not included in a 100-year flood plain or protected wetland area.
- **Coastal Zone Management Act.** Not applicable.
- **Wild and Scenic Rivers.** As no new construction will be funded and current land use will go unchanged under the project, no rivers, waterways, or portions thereof will be affected by the initiation of this project.
- **Coastal Barrier Resources.** The project site is not located within the Coastal Barrier Resources System.
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SK

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**BJA FY 09 Recovery Act Edward Byrne Memorial
Competitive Grant Program: Enhancing Forensic and
Crime Scene Investigations 2009-G3200-ME-SU**



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Submit Application

Your application for the BJA FY 09 Recovery Act Edward Byrne Memorial Competitive Grant Program: Enhancing Forensic and Crime Scene Investigations has been successfully submitted. You will no longer be able to edit any information submitted. However, you can log in any time to view the application information.

You will be contacted by the Program Office when your application is processed or any other action is required by you.

Poulin, Tracy J

From: helpdesk@ojp.usdoj.gov
Sent: Monday, April 27, 2009 3:51 PM
To: Poulin, Tracy J
Subject: Re: Application Number 2009-G3200-ME-SU

Application Number 2009-G3200-ME-SU was submitted on 27-Apr-2009