OFFICE OF THE SHERIFF
BO STALLMAN

MEMO

DATE: September 8, 2023

TO: BCSO Crime Laboratory Personnel

FROM: Derek Sanders, Director, BCSO Crime Laboratory

SUBJECT: Evidence Handling

As of September 8, 2023, all laboratory personnel have been properly trained on the acceptance of evidence from submitting agencies under the guidance of the Laboratory Technician, Summer Swango.

The Laboratory Technician, Summer Swango, Laboratory Quality Manager, Aleia Winters, and Laboratory Director, Derek Sanders, were previously trained to accept evidence. All other laboratory personnel, which includes the Seized Drugs analysts, Sebastian Frommhold and Kayla Baylor, and the Toxicologist, Melissa Henry, have now been trained to handle both incoming and outgoing evidence. Authorization to accept and distribute evidence has now been extended to all laboratory personnel.

In the future, if any positions are held by different individuals, the Laboratory Director shall issue individual memos to those employees reflecting their authorization to handle incoming and outgoing evidence.

Derek Sanders.