

## **MEMORANDUM**

To:

G. MICHELE YEZZO, FORENSIC SCIENTIST

FROM:

PETER C. TOBIN, SUPERINTENDENT

DATE:

JANUARY 30, 2008

SUBJECT:

WRITTEN RECORD OF VERBAL REPRIMAND

This notice constitutes a written record of a verbal reprimand and will be placed in your personnel file.

It has come to my attention that on September 29, 2008 you were placed under a corrective action related to an interpretational error of a glass proficiency test. When you were presented with this information you offered no explanation for your poor performance. As this was the second glass related error, the corrective action ultimately required all glass cases and respective instrumentation to be transferred to the BCI & I Bowling Green laboratory.

On December 30, 2008 a second quality issue related to the paint analysis in a criminal case was presented to you with no explanation for your poor performance. Subsequently, you have been placed under a second corrective action requiring all paint case work completed by you since July 1, 2008 to be evaluated to determine if similar observational assessments were made in the examination process. In addition, your next 25 Trace Evidence cases requiring examination will be re-examined by another qualified forensic scientist.

These interpretational and observational errors indicate a lack of attention to detail, which cannot be tolerated in such a sensitive position. Your failures could lead to a substantial miscarriage of justice. Any further failures may result in discipline up to and including termination from employment.

Please take this notice in the positive spirit in which it is intended; our goal is to resolve this problem that limits the effectiveness of the work you do.

The Employee Assistance Program (EAP) provides encouragement and professional assistance to employees whose personal problems may be affecting, or likely to affect workplace performance, behavior, health, or safety. If you would like to avail yourself to the services of the EAP, they can be reached at 1-800-221-6327 or (614) 644-8545.

Your signature on this document is only meant as acknowledgement that you reviewed and discussed the foregoing and received a copy of the same.

Employee's name

Date

c: Personnel File