March 18, 2021

Washington Association of Prosecuting Attorneys  
206 10th Avenue SE  
Olympia, WA 98501

Dear Prosecuting Attorneys:

This letter is to inform you that on March 9, 2021 it was discovered Trooper Shane Madsen had completed Technical and Administrative Reviews of Draeger Calibration Certificates during a time in which he was not officially authorized to perform reviews.

As outlined in the BTP Quality and Operations Manual (BTP_QOM rev.001), pp. 72-73, “Technical/administrative review will be the first review conducted on all calibration certificates and accompanying calibration documentation after the technician review and before the calibration certificate is issued and released. This is to ensure that the calibration documentation supports the conclusions stated in the certificate, and that it is free of omissions and errors. Personnel shall be authorized to conduct technical/administrative review by the IDS Commander based successful demonstration of competency, and expertise gained through training and work experience in the calibration of breath alcohol measuring instruments. The technical/administrative reviewer must not be the technician (sic) who completed the calibration work.”

While Trooper Madsen was not officially authorized by the Commander of the Impaired Driving Section (IDS), he was qualified. Although the IDS does not track reviews done by technicians, we were able to locate two reviews performed by Trooper Madsen:

- ARKA-0057 3/26/2020
- ARKC-0057 6/20/2019

It is believed Trooper Madsen rarely performed Technical and Administrative Review, and the IDS does not exclude the possibility that other reviews were performed by Trooper Madsen.

Results from these calibrations are determined to be valid, as the records undergo an additional layer of review after the technical review is completed. All calibration certificates and associated records are subject to final review prior to issue by personnel authorized to issue calibration certificates.

Sincerely,

[Signature]

Lieutenant Clark G. Jones  
Impaired Driving Section Commander

CGJ:skh:clh

cc: Dr. Fiona J. Couper, Forensic Laboratory Services Bureau