MARYLAND COORDINATION AND ANALYSIS CENTER
1-800-492-TIPS (8477) — www.mcac.maryland.gov

DATE: March 1, 2017

TO: House Judiciary Committee, Senate Judicial Proceedings Committee, & Legislative Policy Committee

FROM: Executive Director
Maryland Coordination & Analysis Center

SUBJECT: License Plate Reader (LPR) Program Annual Report to the Maryland General Assembly

Maryland House Judiciary Committee:
The Honorable Joseph F. Vallario Jr., Chairman
House Office Building, Room 101
6 Bladen St., Annapolis, MD 21401

Maryland Senate Judicial Proceedings Committee:
The Honorable Robert A. Zirkin, Chairman
Miller Senate Office Building, 2 East Wing
11 Bladen St., Annapolis, MD 21401

Maryland Legislative Policy Committee:
The Honorable Thomas V. Mike Miller Jr., Co- Chairman
The Honorable Michael E. Busch, Co - Chairman
c/o Department of Legislative Services
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen,

In accordance with 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center is reporting the following information regarding License Plate Reader data for 2016:

1. **The total number of automatic license plate reader units being operated in the state by law enforcement agencies and the number of units submitting data to the center:**

   MCAC has defined a LPR System as cameras, trunk box/system box and a computer. Mobile systems typically have (2) cameras each and fixed sites can be configured with multiple camera configurations.

Currently there are 291 License Plate Reader Systems operated in the State of Maryland that are networked to the MCAC. The 291 LPR Systems consist of 626 cameras that are connected to MCAC.

2. The number of automatic license plate reader readings made by a law enforcement agency that maintains an automatic license plate reader database and the number of readings submitted to the center:

As of December 31, 2016, 11 Law Enforcement Agencies are known to operate their own License Plate Reader storage server. Agencies with their own server are submitting individual audit reports as required by law and will report the number of readings as to their own agency. Below are the 11 agencies submissions to the Maryland Coordination and Analysis Center database as of December 31, 2016.

Agency	Reads MCAC Received	
	Fixed	Mobile
Annapolis City PD	0	0
Anne Arundel County	36,508,403	1,092,643
Baltimore County	621,210	6,950,808
Charles County	0	792,937
Howard County	0	2,118,689
MD National Capital Park Police	0	0
MD Transpiration Authority Police	91,297,264	2,092,204
Montgomery County Police Department	0	599,469
Prince Georges County PD	28,716,861	4,308,062
Towson State University	1,866,125	5,107
University of MD College Park PD	6,755,435	281,938

3. The number of automatic license plate reader readings being retained on the automatic license plate reader database:

As of December 31, 2016, the total reads retained in the Maryland Coordination and Analysis Center database: 247,971,625

4. The number of requests made to the center and each law enforcement agency that maintains an automatic license plate reader database for automatic license plate reader data, including specific numbers for:

During calendar year 2016, 2,375 requests for License Plate Reader data were submitted to the Maryland Coordination and Analysis Center by law enforcement agencies for a documented and specific law enforcement purpose as required by the MCACs LPR Model Policy. Those requests contained 4,260 uniquely identified tags.

    i.   **The number of requests that resulted in a release of information:**

        Out of the 4,260 uniquely identified tags, 1,925 resulted in a release of information to the requesting law enforcement agency.

    ii.   **The number of out of state requests:**

        In 2016, 167 requests were from out of state law enforcement agencies.

    iii.   **The number of federal requests:**

        In 2016, 576 requests were from federal law enforcement agencies.

    iv.   **The number of out of state requests that resulted in a release of information:**

        In 2016, requests from out of state law enforcement agencies with a specific, documented law enforcement purpose resulted in a release of data 79 times.

    v.   **The number of federal requests that resulted in a release of information.**

        In 2016, requests from federal law enforcement agencies with a specific, documented law enforcement purpose resulted in a release of data 435 times.

5. **Any data breaches or unauthorized uses of the automatic license plate reader database.**

   In 2016, there were no known data breaches or unauthorized uses of the License Plate Reader database.

6. **A list of audits that were completed by the center or a law enforcement agency.**

   Pursuant to 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center conducted an audit for calendar year 2016 queries of the database.

   - **A total of 7729 queries were made of the system**
   - **Pursuant to the License Plate Reader Model Policy submitted to the House Judiciary Committee, Senate Judicial Proceedings Committee, and Legislative Policy Committee, a random selection of 1% of all queries per month (7729 * 0.01 = minimum records to audit) was conducted for calendar year 2016.**
   - **8 records from each month randomly selected (8 * 12 months = 96 records plus 7 additional records =103 records actually audited)**
   - **Out of the 103 records audited; 103 files were accurate and complete.**

The Department of State Police and any law enforcement agency using an automatic license plate reader system shall adopt procedures relating to the operation and use of the system. The procedures shall include:

i.   Which personnel in the Center or a law enforcement agency are authorized to query captured plate data gathered by an automatic license plate reader system.

Currently there are 54 Maryland Coordination and Analysis Center employees that are authorized to query the database. Each of those employees has passed a thorough background security clearance investigation by either the Federal Bureau of Investigation or the Department of Homeland Security.

ii.   An audit process to ensure that information obtained through the use of an automatic license plate reader system is used only for legitimate law enforcement purposes, including audits of requests made by individual law enforcement agencies or an individual law enforcement officer.

The Maryland Coordination and Analysis Center developed and implemented a Model Audit Policy in August 2015. The policy was disseminated to all Maryland law enforcement agencies on October 1, 2015. In calendar year 2016, the MCAC reminded all agencies of this Policy. The audit process is explained above in question #6.

iii.   Procedures and safeguards to ensure that Center staff with access to the automatic license plate reader database are adequately screened and trained.

The MCAC has a training curriculum which consists of the following:
- 28CFR Part 23 - Collection & Exchange of Intelligence Records
- Maryland Coordination and Analysis Center License Plate Reader Standard Operating Procedures
- An eight Hour License Plate Reader practical training which is certified via MPCTC Course ID #P28587. The course provides users with the knowledge and skills to efficiently operate the LPR system. The course provides eight hours of in-service training.
- As referenced above, all Maryland Coordination and Analysis Center personnel have a background clearance completed by the Department of Homeland Security and/or FBI.

Respectfully,

David A. Engel
Executive Director
Maryland Coordination and Analysis Center