



# MCAC | MARYLAND COORDINATION AND ANALYSIS CENTER

7125 Ambassador Road, Suite 130 • Baltimore, Maryland 21244

**February 1, 2022**

**TO:** House Judiciary Committee, Senate Judicial Proceedings Committee, and Legislative Policy Committee

**FROM:** David Engel, Director, Maryland Coordination and Analysis Center

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety Article § 3- 509

**Maryland House Judiciary Committee:**

The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith – Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding captured License Plate Reader (LPR) data for 2019:

- 1. The total number of automatic license plate reader units being operated in the state by law enforcement agencies and submitting data to the center: 543 LPR Systems**
- 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: 17 Law Enforcement Agencies are known to operate their own License Plate Reader storage server. MCAC collects and stores data for 14 of the 17 agencies. Agencies with their own server are submitting individual audit reports.**



- The number of automatic license plate reader readings being retained on the automatic license plate reader database: **662,965,206**

The below chart reflects data received by MCAC from allied agencies in 2021

<b>Maryland Coordination Analysis Center State-Wide LPR System Data Contribution</b>	
<b>Agency</b>	<b>YTD</b>
Anne Arundel County Police Department	60,071,941
Baltimore City Police Department	167,437,368
Baltimore County Police Department	23,049,319
Charles County Police Department	2,804,629
Harford County Police Department	13,450,302
Howard County Police Department	3,050,597
Joint Base Andrews	3,487,739
Maryland Transportation Authority (MDTA) Police	279,551,740
MCAC (Maryland State Police)	69,846,919
Montgomery County Police Department	1,547,313
Ocean City Police Department	21,196,048
Prince George's County Police Department	8,536,672
University of Maryland Police Department	7,005,294
University of Towson Police Department	1,929,325
<b>Grand Total</b>	<b>662,965,206</b>

- The number of requests made to the MCAC: **5,123**
- The number of requests that resulted in a release of information: **3,544**
- The number of out of state requests: **498**
- The number of federal requests: **1,018**
- The number of out of state requests that resulted in a release of information: **236**
- The number of federal requests that resulted in a release of information: **749**
- Any data breaches or unauthorized uses of the automatic license plate reader database:  
**No**





11. A list of audits that were completed by the center or a law enforcement agency: A random selection of at least 1% of all relevant requests (5,123\* 0.01 = 52. Minimum required per MCAC Model Audit Policy is 52). 60 Records were audited.

12. 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: Forty-seven (47) Maryland Coordination and Analysis Center employees are authorized to query the database.

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. The audit process is explained above in question #11. See attached supporting documentation.

Procedures and safeguards to ensure that Center staff with access to the automatic license plate reader database are adequately screened and trained. The MCAC procedures and safeguards consist of the following training and standards:

- a. 28 CFR Part 23 - Collection and Exchange of Intelligence Records.
- b. Maryland Coordination and Analysis Center License Plate Reader Standard Operating Procedures.
- c. 8 Hour License Plate Reader Practicum training approved through the Maryland Police Training and Standards Commission.
- d. 4 Hour Analyst Training for all new hires and annual refresher for all employees.
- e. All Maryland Coordination and Analysis Center personnel have a background clearance completed by the Department of Homeland Security and/or FBI.



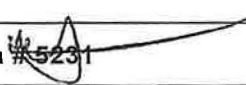
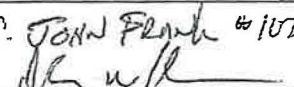
David Engel  
Director  
Maryland Coordination and Analysis Center



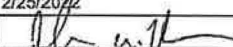


# MCAC | MARYLAND COORDINATION AND ANALYSIS CENTER

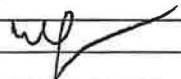
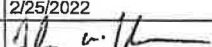
7125 Ambassador Road, Suite 130 • Baltimore, Maryland 21244

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	MCAC Model Policy for LPR adopted by ATAC
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	Clearances/ Employment Screening and Onboarding Process
3	Does the agency maintain training records for each user?	Yes	Paper records for MSP Users
4	Is the training curriculum maintained?	Yes	MPTSC Certified Operator and Train the Trainer. LPR Operator expires 9/22 and LPR Train the Trainer 9/23.
5	Are the training records reviewed for relevance and effectiveness?	Yes	Yearly and following training.
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	Yes	RFS Process
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	
Agency:	Maryland Coordination and Analysis Center	Scope of Audit:	60 records from 2021 request
Completed By:	D/Sgt Keith Johnson #5231 	Date Completed:	2/15/2022
Reviewed By:	CAPT. JOHN FRANK #1024 	Date Completed:	02/25/22



Audit Record Number	Question # 1 Agency Case #	Question # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
<u>Audit Record 30</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 31</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 32</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 33</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 34</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 35</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 36</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 37</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 38</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 39</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 40</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 41</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 42</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 43</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 44</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 45</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 46</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 47</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 48</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 49</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 50</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 51</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 52</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 53</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 54</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 55</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 56</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 57</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 58</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 59</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 60</u>	Yes	Yes	Yes	Yes	Yes	Accurate
Submitting Agency:	Maryland Coordination and Analysis Center			Reviewing Agency:	Maryland Transportation Authority (MDTA) Police	
Scope of Audit	60 Records			Reviewed By:	Captain John Frank	
Prepared By:	D/Sgt Walter Johnson			Date Reviewed:	2/25/2022	
Date Prepared:	2/15/2022			Signature		



Audit Record Number	Question # 1 Agency Case #	Question # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
<u>Audit Record 1</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 2</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 3</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 4</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 5</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 6</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 7</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 8</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 9</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 10</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 11</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 12</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 13</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 14</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 15</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 16</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 17</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 18</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 19</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 20</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 21</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 22</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 23</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 24</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 25</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 26</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 27</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 28</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 29</u>	Yes	Yes	Yes	Yes	Yes	Accurate
<u>Audit Record 30</u>	Yes	Yes	Yes	Yes	Yes	Accurate
Submitting Agency:	Maryland Coordination and Analysis Center			Reviewing Agency:	Maryland Transportation Authority (MDTA) Police	
Scope of Audit	60 Records			Reviewed By:	Captain John Frank	
Prepared By:	D/Sgt Walter Johnson 			Date Reviewed:	2/25/2022	
Date Prepared:	2/15/2022			Signature		



Anne Arundel County Police Department  
8495 Veterans Highway Millersville, Maryland 21108  
(410) 222-8050  
[www.aacounty.org/police](http://www.aacounty.org/police)



**Amal Awad**  
Chief of Police

DATE: February 10, 2022  
TO: House Judiciary Committee, Senate Judiciary Proceedings  
Committee & Legislative Policy Committee  
FROM: Anne Arundel County Police Department  
Lieutenant Chad McFarlane  
SUBJECT: License Plate Reader (LPR) Program Report required per Public Safety  
Article § 3-509

**Maryland House Judiciary Committee:**

The Honorable Luke H. Clippinger – Chair  
The Honorable Vanessa E. Atterbear – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith – Chair  
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**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

*Nationally Accredited Law Enforcement Agency*



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**Amal Awad**  
Chief of Police

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, The Anne Arundel County Police Department and Analysis Center (MCAC) is reporting the following information regarding License Plate Reader data for 2021:

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 Maryland Coordination and Analysis Center:

The Anne Arundel County Police Department has a total of 9 fixed LPR sites (36 individual cameras) and 29 mobile units (55 individual cameras operated in pairs). All units operated by the Anne Arundel County Police department submit data to the Maryland Coordination and Analysis Center.

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 Maryland Coordination and Analysis Center.

In 2021, the Anne Arundel County Police Department conducted 60,071,941 license plate reads from both fixed and mobile LPR readers. Barring any technological issues, every reading was submitted to the Maryland Coordination and Analysis Center.

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

No license plate readings or data from the calendar year 2021 are being retained in the local Anne Arundel County license plate reader database. The Anne Arundel County Police Department submits all plate reader readings to the Maryland Coordination and Analysis Center and only maintains 24 hours (1 day) of historical readings from its fixed sites, on its local automatic license plate reader server. All LPR readings older than 24 hours (1-day) are automatically purged from the database. The Anne Arundel County Police Department has "zero" retention of "historical" LPR reading obtained from mobile LPR units.

*Nationally Accredited Law Enforcement Agency*





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**Amal Awad**  
Chief of Police

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

a. The number of requests that resulted in a release of information.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

b. The number of out of state requests.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

c. The number of federal requests.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

d. The number of out of state requests that resulted in a release of information.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

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

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

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

There were no data breaches or unauthorized use of the automatic license plate reader database.

6. A list of audits that were completed by the law enforcement agency.

The Anne Arundel County Police Department conducted 17 queries of historical data stored on the automatic license plate reader database/server for calendar year 2021. Of the 17 queries, all were for a verifiable law enforcement purpose.

*Nationally Accredited Law Enforcement Agency*



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**Amal Awad**  
Chief of Police

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:

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

Anne Arundel County Police Index Code 1834 states:

*“Historical data maintained on Anne Arundel County Police computer servers may only be accessed by authorized agency personnel and authorized MCAC members. Only trained personnel may access system data on the Anne Arundel County computer server. Training is provided through the Technology Section. Access to the system is issued through user name, password and access level control as granted by the LPR Administrator via the Technology Section. Accessibility levels determine if personnel can add tags, conduct queries and/or run audit reports. Activity of all users is tracked and logged for audit purposes”....*

Currently there are 9 users authorized to query the database.

2. 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 Anne Arundel County Police Department’s Staff Inspections Unit is charged with conducting and/or reviewing audits to ensure compliance with rules and regulations pertaining to the legitimate use of LPR data. The Anne Arundel County Police Department received the model policy from the Maryland Coordination and Analysis Center and has adopted its recommended audit method.

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

Users of the Anne Arundel County Police LPR system are limited and are required to log onto the LPR software via issued county credentials. Activity within the system is logged. Access and scope of access is regulated by the department’s LPR Administrator and is based on job position, job duties or assignment. Only properly trained individuals are permitted to conduct queries on the Anne Arundel County Police license plate reader database. All users (with database query abilities) must successfully complete a 4-hour training class. All users have undergone background screening by virtue of their employment with the police department.

**Nationally Accredited Law Enforcement Agency**



Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	Anne Arundel County Police Department - Index Code 1834 License Plate Reader Program (LPR)
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	Only LPR administrators and sworn police officers who operate a mobile LPR system are granted access to the local database. All these officers are trained in the proper use and policies governing the use of the data.
3	Does the agency maintain training records for each user?	Yes	
4	Is the training curriculum maintained?	Yes	
5	Are the training records reviewed for relevance and effectiveness?	Yes	
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	No	The Anne Arundel County Police Department does not accept outside requests. All outside agency requests are referred to MCAC.
7	If historical data is accessed, does the agency have an audit trail?	Yes	Access to historical data requires a reason to be logged within the software used to access the historical data. All activity is logged by the LPR software.
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	The Staff Inspections Unit of the Anne Arundel County Police Department is tasked with ensuring proper use of the LPR system.
<b>Agency:</b>	Anne Arundel County Police Dept.	<b>Scope of Audit:</b>	Records/document Review
<b>Completed By:</b>	Lt. Chad McFarlane/Community Relations	<b>Date Completed:</b>	02/10/2022 <i>[Signature]</i> 1699
<b>Reviewed By:</b>	Sgt. Erin Brandt/Staff Inspections	<b>Date Completed:</b>	02/10/2022 <i>[Signature]</i> 1553



<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
12/29/2021	YES	YES	YES	YES	YES	ACCURATE
12/29/2021	YES	YES	YES	YES	YES	ACCURATE
12/29/2021	YES	YES	YES	YES	YES	ACCURATE
12/20/2021	YES	YES	YES	YES	YES	ACCURATE
12/4/2021	YES	YES	YES	YES	YES	ACCURATE
11/17/2021	YES	YES	YES	YES	YES	ACCURATE
11/13/2021	YES	YES	YES	YES	YES	ACCURATE
09/28/2021	YES	YES	YES	YES	YES	ACCURATE
08/27/2021	YES	YES	YES	YES	YES	ACCURATE
07/27/2021	YES	YES	YES	YES	YES	ACCURATE
05/25/2021	YES	YES	YES	YES	YES	ACCURATE
05/12/2021	YES	YES	YES	YES	YES	ACCURATE
02/25/2021	YES	YES	YES	YES	YES	ACCURATE
02/23/2021	YES	YES	YES	YES	YES	ACCURATE
01/11/2021	YES	YES	YES	YES	YES	ACCURATE
01/11/2021	YES	YES	YES	YES	YES	ACCURATE
01/05/2021	YES	YES	YES	YES	YES	ACCURATE
<b>Submitting Agency:</b>	<b>Anne Arundel County Police Department</b>			<b>Reviewing Agency:</b>		
<b>Scope of Audit</b>	<b>Review of logs/documents</b>			<b>Reviewed By:</b>		
<b>Prepared By:</b>	<b>Lieutenant Chad McFarlane #1699</b>			<b>Date Reviewed:</b>		
<b>Date Prepared:</b>	<b>2/10/2022</b>			<b>Signature</b>		



Brandon M. Scott  
Mayor

# BALTIMORE POLICE DEPARTMENT



Michael S. Harrison  
Police Commissioner

February 14, 2022

**TO:** House Judiciary Committee, Senate Judicial Proceedings Committee and Legislative Policy Committee

**FROM:** Major Samuel Hood, III, LPR Director  
Baltimore Police Department

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety Article § 3- 509

**Maryland House Judiciary Committee:**  
The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**  
The Honorable William C. Smith – Chair  
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**Maryland Legislative Policy Committee:**  
The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding captured License Plate Reader (LPR) data for 2019:

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

**During the reporting period, seventy License Plate Reader Systems reported data to BPD. Thirty- four of the LPR systems are mobile units, thirty-two are fixed units and four are portable trailers.**

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:

**The Baltimore Police Department captured 171,087,711 reads on the Police Department's server. The server was operational throughout 2021. An additional 2,106,158 reads were submitted by the Department of Transportation's LPR readers. The total number of reads submitted for 2021 was 167,437,368. The reason for the discrepancy with MCAC is due to data transmission loss during an upgrade.**

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

**As of December 31, 2021, one hundred thirty-four million, three hundred forty-one thousand, one hundred sixty-eight reads were on BPD's server.**

4. The number of requests made to the MCAC:

**The number of searches that were conducted in 2021 was 46,292.**

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

**Six hundred sixty-two reports were exported that contained LPR data**

6. The number of out of state requests: **0**

7. The number of federal requests: **0**

8. The number of out of state requests that resulted in a release of information: **0**

9. The number of federal requests that resulted in a release of information: **0**

10. Any data breaches or unauthorized uses of the automatic license plate reader database:

**No**

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

**Four hundred sixty-three searches were audited, one percent of 46,292 records that were searched.**



12. 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:

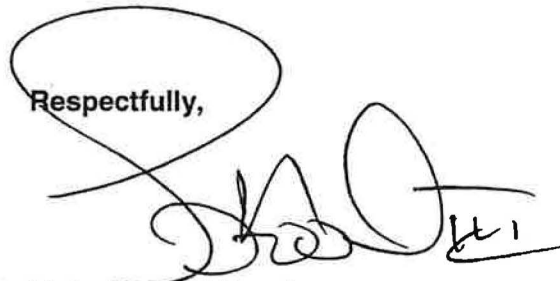
i. Which personnel in the Center or a law enforcement agency are authorized to query captured plate data gathered by an automatic license plate reader system:

**Currently, there are One thousand thirty-eight Baltimore Police Department and related agencies employees that are authorized to query the database.**

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. The audit process is attached.**

Respectfully,

A handwritten signature in black ink, appearing to read 'S. Hood', written over a large, loopy flourish that extends upwards and to the left.

Major Samuel Hood  
LPR Program Director  
Baltimore Police Department

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	The current policy is Policy #1015 that was updated in February of 2019.
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	
3	Does the agency maintain training records for each user?	Yes	Agency records are maintained through sign in sheets for training
4	Is the training curriculum maintained?	Yes	BPD officers attended MCAC's Train the Trainer and now maintain training curriculum for both Car Systems and Investigator trainings.
5	Are the training records reviewed for relevance and effectiveness?	Yes	Users are reviewed for assignment and/ or separation. Curriculum is also reviewed and updated.
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	No	
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	The audit trail is kept for 3 years. Our server came on line in August of 2018.
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	
<b>Agency:</b>	Baltimore Police Department	<b>Scope of Audit:</b>	463
<b>Completed By:</b>	Elizabeth Hart	<b>Date Completed:</b>	2/14/22
<b>Reviewed By:</b>	Major Samuel Hood III	<b>Date Completed:</b>	2/14/22

<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
1	20W0936, CC#3-201206080	Yes	Yes	N/A	N/A	Accurate
2	2-210305407	Yes	Yes	N/A	N/A	Accurate
3	ATF Indictment SAG-19-486	Yes	Yes	N/A	N/A	Accurate
4	3-20-12-6963	Yes	Yes	N/A	N/A	Accurate
5	4 210105803	Yes	Yes	N/A	N/A	Accurate
6	82101078262	Yes	Yes	N/A	N/A	Accurate
7	1B02424766	Yes	Yes	N/A	N/A	Accurate
8	6-21010179	Yes	Yes	N/A	N/A	Accurate
9	Armed Carjacking case#21W0634	Yes	Yes	N/A	N/A	Accurate
10	6-210100073	Yes	Yes	N/A	N/A	Accurate
11	211007755	Yes	Yes	N/A	N/A	Accurate
12	211006644	Yes	Yes	N/A	N/A	Accurate
13	1B02428749	Yes	Yes	N/A	N/A	Accurate
14	20H0066	Yes	Yes	N/A	N/A	Accurate
15	12 102 03917	Yes	Yes	N/A	N/A	Accurate
16	County Att Murder CC 21-323-1960	Yes	Yes	N/A	N/A	Accurate
17	5B02429656	Yes	Yes	N/A	N/A	Accurate
18	3-210201392	Yes	Yes	N/A	N/A	Accurate
19	220226525	Yes	Yes	N/A	N/A	Accurate
20	2021-0011	Yes	Yes	N/A	N/A	Accurate
21	2021K0005	Yes	Yes	N/A	N/A	Accurate
22	D190476510	Yes	Yes	N/A	N/A	Accurate
23	211206492 Discharging	Yes	Yes	N/A	N/A	Accurate
24	21P229	Yes	Yes	N/A	N/A	Accurate
25	21W0159	Yes	Yes	N/A	N/A	Accurate
26	2021V0090	Yes	Yes	N/A	N/A	Accurate
27	21P140	Yes	Yes	N/A	N/A	Accurate
28	1-210301522	Yes	Yes	N/A	N/A	Accurate
29	210100730	Yes	Yes	N/A	N/A	Accurate
30	20v0008	Yes	Yes	N/A	N/A	Accurate



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31	P210123794d	Yes	Yes	N/A	N/A	Accurate
32	20h0007	Yes	Yes	N/A	N/A	Accurate
33	20h0007	Yes	Yes	N/A	N/A	Accurate
34	SIS/SOU Investigation CC#2201107524	Yes	Yes	N/A	N/A	Accurate
35	210104051	Yes	Yes	N/A	N/A	Accurate
36	21W0033	Yes	Yes	N/A	N/A	Accurate
37	NEMO cc# 210260845 commercial armed robbery trend regional	Yes	Yes	N/A	N/A	Accurate
38	jamil gyant war# d200357032 attempt murder	Yes	Yes	N/A	N/A	Accurate
39	6851	Yes	Yes	N/A	N/A	Accurate
40	8-210107257	Yes	Yes	N/A	N/A	Accurate
41	20H0027	Yes	Yes	N/A	N/A	Accurate
42	Robbery 7201205496	Yes	Yes	N/A	N/A	Accurate
43	21R0010	Yes	Yes	N/A	N/A	Accurate
44	20h321]	Yes	Yes	N/A	N/A	Accurate
45	6-210102363 case#21w0077	Yes	Yes	N/A	N/A	Accurate
46	d210012740	Yes	Yes	N/A	N/A	Accurate
47	21V0071	Yes	Yes	N/A	N/A	Accurate
48	BCoPD OCA# 21- 049-0417	Yes	Yes	N/A	N/A	Accurate
49	210204649	Yes	Yes	N/A	N/A	Accurate
50	Warrant- Shawn Williams D200339742	Yes	Yes	N/A	N/A	Accurate
51	4210203670	Yes	Yes	N/A	N/A	Accurate
52	Armed carjacking vehicle 2021W0724	Yes	Yes	N/A	N/A	Accurate

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53	7210204555 2015 Wheeler NFS	Yes	Yes	N/A	N/A	Accurate
54	20H230	Yes	Yes	N/A	N/A	Accurate
55	GC-20-0027	Yes	Yes	N/A	N/A	Accurate
56	21H0276	Yes	Yes	N/A	N/A	Accurate
57	9-210200511	Yes	Yes	N/A	N/A	Accurate
58	4210200799	Yes	Yes	N/A	N/A	Accurate
59	Burglary 210201051	Yes	Yes	N/A	N/A	Accurate
60	21R0180 unarmed robbery suspect vehicle	Yes	Yes	N/A	N/A	Accurate
61	Unarmed Robbery Investigation CC# 4210200977	Yes	Yes	N/A	N/A	Accurate
62	CC# 21-284-0219 commercial robbery/police involved shooting BaltCo	Yes	Yes	N/A	N/A	Accurate
63	21W0137	Yes	Yes	N/A	N/A	Accurate
64	21A0406 Agg Assault	Yes	Yes	N/A	N/A	Accurate
65	210303515	Yes	Yes	N/A	N/A	Accurate
66	3210203050	Yes	Yes	N/A	N/A	Accurate
67	6210303986 gta bpd	Yes	Yes	N/A	N/A	Accurate
68	Case# 21B0340 (Burglary)	Yes	Yes	N/A	N/A	Accurate
69	210302377	Yes	Yes	N/A	N/A	Accurate

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70	CC# 21-030-1747 BaltCo commercial robbery Det Heins 21228 robbery	Yes	Yes	N/A	N/A	Accurate
71	CC# 21-030-1747 BaltCo commercial robbery Det Heins 21228 robbery	Yes	Yes	N/A	N/A	Accurate
72	1210300374 shooting	Yes	Yes	N/A	N/A	Accurate
73	21w0780	Yes	Yes	N/A	N/A	Accurate
74	#P210801879 carjacking	Yes	Yes	N/A	N/A	Accurate
75	211207546	Yes	Yes	N/A	N/A	Accurate
76	0B02434145	Yes	Yes	N/A	N/A	Accurate
77	9-201206689	Yes	Yes	N/A	N/A	Accurate
78	210307457	Yes	Yes	N/A	N/A	Accurate
79	21W0168	Yes	Yes	N/A	N/A	Accurate
80	Homicide Case# 21H0023	Yes	Yes	N/A	N/A	Accurate
81	21H0071	Yes	Yes	N/A	N/A	Accurate
82	cc#5200402841	Yes	Yes	N/A	N/A	Accurate
83	21H0056 suspect vehicle	Yes	Yes	N/A	N/A	Accurate
84	20H211	Yes	Yes	N/A	N/A	Accurate
85	21v0069	Yes	Yes	N/A	N/A	Accurate
86	210301320	Yes	Yes	N/A	N/A	Accurate
87	2-210301975 gta bpd	Yes	Yes	N/A	N/A	Accurate
88	21H101 Homicide	Yes	Yes	N/A	N/A	Accurate
89	21H101 Homicide	Yes	Yes	N/A	N/A	Accurate



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90	210501681 Abduction/ Armed Robbery	Yes	Yes	N/A	N/A	Accurate
91	21H101 Homicide	Yes	Yes	N/A	N/A	Accurate
92	4-210603941	Yes	Yes	N/A	N/A	Accurate
93	7-210506406	Yes	Yes	N/A	N/A	Accurate
94	1-210405342	Yes	Yes	N/A	N/A	Accurate
95	9-210407879	Yes	Yes	N/A	N/A	Accurate
96	21-103-0335	Yes	Yes	N/A	N/A	Accurate
97	6-210608790	Yes	Yes	N/A	N/A	Accurate
98	21R0864	Yes	Yes	N/A	N/A	Accurate
99	21H101	Yes	Yes	N/A	N/A	Accurate
100	7-21006406	Yes	Yes	N/A	N/A	Accurate
101	6-210607971	Yes	Yes	N/A	N/A	Accurate
102	21H101	Yes	Yes	N/A	N/A	Accurate
103	2031125	Yes	Yes	N/A	N/A	Accurate
104	21h101	Yes	Yes	N/A	N/A	Accurate
105	210508793	Yes	Yes	N/A	N/A	Accurate
106	5-210507593	Yes	Yes	N/A	N/A	Accurate
107	4-210605626	Yes	Yes	N/A	N/A	Accurate
108	21H101	Yes	Yes	N/A	N/A	Accurate
109	211432365	Yes	Yes	N/A	N/A	Accurate
110	210507272	Yes	Yes	N/A	N/A	Accurate
111	8210506523 - Armed Robbery	Yes	Yes	N/A	N/A	Accurate
112	21B1175	Yes	Yes	N/A	N/A	Accurate
113	Arson 21F0019	Yes	Yes	N/A	N/A	Accurate
114	mcu 20-008	Yes	Yes	N/A	N/A	Accurate
115	ratt file 21R9999	Yes	Yes	N/A	N/A	Accurate
116	cc#210608820	Yes	Yes	N/A	N/A	Accurate
117	D210080356	Yes	Yes	N/A	N/A	Accurate
118	regional bank robbery 21-103-1516 det. Hanlon	Yes	Yes	N/A	N/A	Accurate
119	NFS shooting 5210501746	Yes	Yes	N/A	N/A	Accurate
120	3210503062	Yes	Yes	N/A	N/A	Accurate

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121	9-210506985. Rape Investigation.	Yes	Yes	N/A	N/A	Accurate
122	21v0254	Yes	Yes	N/A	N/A	Accurate
123	21R9999 ratt file	Yes	Yes	N/A	N/A	Accurate
124	210401666	Yes	Yes	N/A	N/A	Accurate
125	Det Blevins BaltCo homicide CC# 21-142-0809	Yes	Yes	N/A	N/A	Accurate
126	Carjacking 6-2105060040	Yes	Yes	N/A	N/A	Accurate
127	21-h-143	Yes	Yes	N/A	N/A	Accurate
128	GC-20-0027	Yes	Yes	N/A	N/A	Accurate
129	8210604352 gta bpd	Yes	Yes	N/A	N/A	Accurate
130	2-210509259	Yes	Yes	N/A	N/A	Accurate
131	Det Blevins BaltCo homicide CC# 21-142-0809	Yes	Yes	N/A	N/A	Accurate
132	7-210404879	Yes	Yes	N/A	N/A	Accurate
133	21V0177	Yes	Yes	N/A	N/A	Accurate
134	210605928	Yes	Yes	N/A	N/A	Accurate
135	21v0254	Yes	Yes	N/A	N/A	Accurate
136	Warrant Investigation #: D210093192	Yes	Yes	N/A	N/A	Accurate
137	21-116-1636 BCOPD hit n run	Yes	Yes	N/A	N/A	Accurate
138	4210604508 gta bpd	Yes	Yes	N/A	N/A	Accurate
139	CA# P211322855	Yes	Yes	N/A	N/A	Accurate
140	1-210401561 - shooting investigation	Yes	Yes	N/A	N/A	Accurate
141	9-210403852 Attempt to ID suspect vehicle	Yes	Yes	N/A	N/A	Accurate

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142	21H0114	Yes	Yes	N/A	N/A	Accurate
143	210502514	Yes	Yes	N/A	N/A	Accurate
144	21v0151	Yes	Yes	N/A	N/A	Accurate
145	21H139	Yes	Yes	N/A	N/A	Accurate
146	21H139	Yes	Yes	N/A	N/A	Accurate
147	210502514	Yes	Yes	N/A	N/A	Accurate
148	21v0254	Yes	Yes	N/A	N/A	Accurate
149	21H0114	Yes	Yes	N/A	N/A	Accurate
150	21-116-1636 BCOPD hit n run	Yes	Yes	N/A	N/A	Accurate
151	gc-20-0027	Yes	Yes	N/A	N/A	Accurate
152	cad 1937	Yes	Yes	N/A	N/A	Accurate
153	Agg assault 21A1342	Yes	Yes	N/A	N/A	Accurate
154	20h135	Yes	Yes	N/A	N/A	Accurate
155	g730 stolen Auto 4-210603895	Yes	Yes	N/A	N/A	Accurate
156	21H152	Yes	Yes	N/A	N/A	Accurate
157	Det Blevins BaltCo homicide CC# 21- 142-0809	Yes	Yes	N/A	N/A	Accurate
158	cad 1937	Yes	Yes	N/A	N/A	Accurate
159	21v0184	Yes	Yes	N/A	N/A	Accurate
160	21H0077 Homicide	Yes	Yes	N/A	N/A	Accurate
161	210501681	Yes	Yes	N/A	N/A	Accurate
162	CC#21-027-0288 BaltCo non-fatal shooting	Yes	Yes	N/A	N/A	Accurate
163	CC#21-027-0288 BaltCo non-fatal shooting	Yes	Yes	N/A	N/A	Accurate
164	21h0109	Yes	Yes	N/A	N/A	Accurate
165	21v0153	Yes	Yes	N/A	N/A	Accurate
166	21v0151	Yes	Yes	N/A	N/A	Accurate



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167	1-210403830 - homicide investigation	Yes	Yes	N/A	N/A	Accurate
168	homicide cc#6-21-03-02489	Yes	Yes	N/A	N/A	Accurate
169	Carjacking 21W0235	Yes	Yes	N/A	N/A	Accurate
170	D210128612	Yes	Yes	N/A	N/A	Accurate
171	21h0010	Yes	Yes	N/A	N/A	Accurate
172	210600588	Yes	Yes	N/A	N/A	Accurate
173	210603780	Yes	Yes	N/A	N/A	Accurate
174	9-210506985. Rape Investigation	Yes	Yes	N/A	N/A	Accurate
175	21H071	Yes	Yes	N/A	N/A	Accurate
176	21v0254	Yes	Yes	N/A	N/A	Accurate
177	1210404516	Yes	Yes	N/A	N/A	Accurate
178	Carjacking CC# 210407679 Case# 21W0229	Yes	Yes	N/A	N/A	Accurate
179	cc3210506437	Yes	Yes	N/A	N/A	Accurate
180	21r0684	Yes	Yes	N/A	N/A	Accurate
181	C#21-027-0288	Yes	Yes	N/A	N/A	Accurate
182	mcu 20-008	Yes	Yes	N/A	N/A	Accurate
183	21h097	Yes	Yes	N/A	N/A	Accurate
184	21A929	Yes	Yes	N/A	N/A	Accurate
185	20h135	Yes	Yes	N/A	N/A	Accurate
186	MCS Tip 629- W18406 narcotics distribution	Yes	Yes	N/A	N/A	Accurate
187	CC#: 2210607953	Yes	Yes	N/A	N/A	Accurate
188	210506761	Yes	Yes	N/A	N/A	Accurate
189	Warrant Investigation #: D210071385	Yes	Yes	N/A	N/A	Accurate
190	6T000964734	Yes	Yes	N/A	N/A	Accurate
191	21V0136	Yes	Yes	N/A	N/A	Accurate

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192	21R1547/210808021	Yes	Yes	N/A	N/A	Accurate
193	21H194	Yes	Yes	N/A	N/A	Accurate
194	4-210907340	Yes	Yes	N/A	N/A	Accurate
195	210902717	Yes	Yes	N/A	N/A	Accurate
196	212081926	Yes	Yes	N/A	N/A	Accurate
197	21H0192	Yes	Yes	N/A	N/A	Accurate
198	c-18-cr-20-000269	Yes	Yes	N/A	N/A	Accurate
199	9-210808243	Yes	Yes	N/A	N/A	Accurate
200	5-210807681	Yes	Yes	N/A	N/A	Accurate
201	4190506647	Yes	Yes	N/A	N/A	Accurate
202	21-R-9999	Yes	Yes	N/A	N/A	Accurate
203	21W0459	Yes	Yes	N/A	N/A	Accurate
204	21H0220	Yes	Yes	N/A	N/A	Accurate
205	9-21-08-04187	Yes	Yes	N/A	N/A	Accurate
206	210803704	Yes	Yes	N/A	N/A	Accurate
207	C-03-CR-21-003809	Yes	Yes	N/A	N/A	Accurate
208	2021V0361	Yes	Yes	N/A	N/A	Accurate
209	21H184	Yes	Yes	N/A	N/A	Accurate
210	1-210800311	Yes	Yes	N/A	N/A	Accurate
211	9-210506985	Yes	Yes	N/A	N/A	Accurate
212	6-210306812	Yes	Yes	N/A	N/A	Accurate
213	210706077	Yes	Yes	N/A	N/A	Accurate
214	8210908365 burglary	Yes	Yes	N/A	N/A	Accurate
215	210904897	Yes	Yes	N/A	N/A	Accurate
216	21h244	Yes	Yes	N/A	N/A	Accurate
217	Det Deremeik commercial armed robbery CC# 21-270-0795	Yes	Yes	N/A	N/A	Accurate
218	210905833	Yes	Yes	N/A	N/A	Accurate
219	Det Deremeik commercial armed robbery CC# 21-270-0795	Yes	Yes	N/A	N/A	Accurate

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220	210904897	Yes	Yes	N/A	N/A	Accurate
221	21h223	Yes	Yes	N/A	N/A	Accurate
222	210903999	Yes	Yes	N/A	N/A	Accurate
223	210903999	Yes	Yes	N/A	N/A	Accurate
224	armed person cad 3972	Yes	Yes	N/A	N/A	Accurate
225	Carjacking 21W0518	Yes	Yes	N/A	N/A	Accurate
226	Warrant Investigation # D210261623	Yes	Yes	N/A	N/A	Accurate
227	21v0444	Yes	Yes	N/A	N/A	Accurate
228	1-210904242	Yes	Yes	N/A	N/A	Accurate
229	21S230	Yes	Yes	N/A	N/A	Accurate
230	CC#3-210903612	Yes	Yes	N/A	N/A	Accurate
231	21H213	Yes	Yes	N/A	N/A	Accurate
232	210902281	Yes	Yes	N/A	N/A	Accurate
233	210500173 Stolen Auto	Yes	Yes	N/A	N/A	Accurate
234	210800542	Yes	Yes	N/A	N/A	Accurate
235	6210900367	Yes	Yes	N/A	N/A	Accurate
236	210806117 SIS/SOU Investigation	Yes	Yes	N/A	N/A	Accurate
237	6745944	Yes	Yes	N/A	N/A	Accurate
238	21W0478	Yes	Yes	N/A	N/A	Accurate
239	21h223	Yes	Yes	N/A	N/A	Accurate
240	21h223	Yes	Yes	N/A	N/A	Accurate
241	CC#21-240-1946 Commercial Armed Robbery Det. Israel	Yes	Yes	N/A	N/A	Accurate
242	21h0223	Yes	Yes	N/A	N/A	Accurate
243	210808441	Yes	Yes	N/A	N/A	Accurate
244	CC# 6-2108-08542	Yes	Yes	N/A	N/A	Accurate
245	Warrant D210229692	Yes	Yes	N/A	N/A	Accurate



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246	8210808015	Yes	Yes	N/A	N/A	Accurate
247	210806227	Yes	Yes	N/A	N/A	Accurate
248	210806808	Yes	Yes	N/A	N/A	Accurate
249	21h0206	Yes	Yes	N/A	N/A	Accurate
250	1-210701171	Yes	Yes	N/A	N/A	Accurate
251	21h0206	Yes	Yes	N/A	N/A	Accurate
252	shooting 21V0380	Yes	Yes	N/A	N/A	Accurate
253	21V0380	Yes	Yes	N/A	N/A	Accurate
254	21h220	Yes	Yes	N/A	N/A	Accurate
255	21v319	Yes	Yes	N/A	N/A	Accurate
256	Cigarette commercial armed robbery cc#212140369	Yes	Yes	N/A	N/A	Accurate
257	210803195	Yes	Yes	N/A	N/A	Accurate
258	Cigarette commercial armed robbery cc#212140369	Yes	Yes	N/A	N/A	Accurate
259	21V0361	Yes	Yes	N/A	N/A	Accurate
260	210802486	Yes	Yes	N/A	N/A	Accurate
261	w0430	Yes	Yes	N/A	N/A	Accurate
262	210801433	Yes	Yes	N/A	N/A	Accurate
263	21-212-0043 PC3 IST investigation	Yes	Yes	N/A	N/A	Accurate
264	2210401530	Yes	Yes	N/A	N/A	Accurate
265	9-210800188 AGG BY POINTING AT	Yes	Yes	N/A	N/A	Accurate
266	210703960	Yes	Yes	N/A	N/A	Accurate
267	21H0172	Yes	Yes	N/A	N/A	Accurate
268	21H0172	Yes	Yes	N/A	N/A	Accurate
269	RATT File 21R9999	Yes	Yes	N/A	N/A	Accurate
270	CC# 210707122	Yes	Yes	N/A	N/A	Accurate
271	21H0172	Yes	Yes	N/A	N/A	Accurate
272	21H0191	Yes	Yes	N/A	N/A	Accurate

<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
273	21W0416	Yes	Yes	N/A	N/A	Accurate
274	Case# 21W0391	Yes	Yes	N/A	N/A	Accurate
275	21H0184 homicide	Yes	Yes	N/A	N/A	Accurate
276	210705012	Yes	Yes	N/A	N/A	Accurate
277	cc#210702339	Yes	Yes	N/A	N/A	Accurate
278	bcopd ratt file 21R9999	Yes	Yes	N/A	N/A	Accurate
279	211960976	Yes	Yes	N/A	N/A	Accurate
280	8-210704770 ABDUCTION	Yes	Yes	N/A	N/A	Accurate
281	21H0181	Yes	Yes	N/A	N/A	Accurate
282	w0391	Yes	Yes	N/A	N/A	Accurate
283	21r0434	Yes	Yes	N/A	N/A	Accurate
284	21r1074	Yes	Yes	N/A	N/A	Accurate
285	case#21W0377 ARMED CARJACKING	Yes	Yes	N/A	N/A	Accurate
286	6-210602838	Yes	Yes	N/A	N/A	Accurate
287	gc200027	Yes	Yes	N/A	N/A	Accurate
288	21v1405	Yes	Yes	N/A	N/A	Accurate
289	D210123362	Yes	Yes	N/A	N/A	Accurate
290	21h173	Yes	Yes	N/A	N/A	Accurate
291	3-210701363 homicide	Yes	Yes	N/A	N/A	Accurate
292	21h171	Yes	Yes	N/A	N/A	Accurate
293	21v0143	Yes	Yes	N/A	N/A	Accurate
294	car jacking 210700018	Yes	Yes	N/A	N/A	Accurate
295	210604600	Yes	Yes	N/A	N/A	Accurate
296	21b2988	Yes	Yes	N/A	N/A	Accurate
297	21-349-1437	Yes	Yes	N/A	N/A	Accurate
298	9-211204352	Yes	Yes	N/A	N/A	Accurate
299	7-211107524	Yes	Yes	N/A	N/A	Accurate
300	21-5877	Yes	Yes	N/A	N/A	Accurate
301	2-2110212	Yes	Yes	N/A	N/A	Accurate
302	21R1938	Yes	Yes	N/A	N/A	Accurate

<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
303	21H310	Yes	Yes	N/A	N/A	Accurate
304	5211102301	Yes	Yes	N/A	N/A	Accurate
305	21V0579	Yes	Yes	N/A	N/A	Accurate
306	5-211107244	Yes	Yes	N/A	N/A	Accurate
307	5-211107337	Yes	Yes	N/A	N/A	Accurate
308	5-211106090	Yes	Yes	N/A	N/A	Accurate
309	1211104581	Yes	Yes	N/A	N/A	Accurate
310	8210903006	Yes	Yes	N/A	N/A	Accurate
311	6-2111102420	Yes	Yes	N/A	N/A	Accurate
312	211207650	Yes	Yes	N/A	N/A	Accurate
313	2-21102612	Yes	Yes	N/A	N/A	Accurate
314	CAD #P212912467	Yes	Yes	N/A	N/A	Accurate
315	211207650	Yes	Yes	N/A	N/A	Accurate
316	211001739	Yes	Yes	N/A	N/A	Accurate
317	21W0556	Yes	Yes	N/A	N/A	Accurate
318	211206942	Yes	Yes	N/A	N/A	Accurate
319	211201322	Yes	Yes	N/A	N/A	Accurate
320	21w0780	Yes	Yes	N/A	N/A	Accurate
321	21w0780	Yes	Yes	N/A	N/A	Accurate
322	21W0780	Yes	Yes	N/A	N/A	Accurate
323	21W0816 carjacking	Yes	Yes	N/A	N/A	Accurate
324	21H0328	Yes	Yes	N/A	N/A	Accurate
325	21W0807	Yes	Yes	N/A	N/A	Accurate
326	21H0321	Yes	Yes	N/A	N/A	Accurate
327	21.318	Yes	Yes	N/A	N/A	Accurate
328	21H318	Yes	Yes	N/A	N/A	Accurate
329	213552131 gta bcopd	Yes	Yes	N/A	N/A	Accurate
330	carjacking cad 2801	Yes	Yes	N/A	N/A	Accurate
331	2et7986	Yes	Yes	N/A	N/A	Accurate
332	3211003864	Yes	Yes	N/A	N/A	Accurate
333	CC 6-2112-05164	Yes	Yes	N/A	N/A	Accurate
334	21124770 homicide	Yes	Yes	N/A	N/A	Accurate
335	211203384	Yes	Yes	N/A	N/A	Accurate



Audit Record Number	Question # 1 Agency Case #	Question # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
336	211104113	Yes	Yes	N/A	N/A	Accurate
337	211203938	Yes	Yes	N/A	N/A	Accurate
338	Det Adams -CC#21-265-2052	Yes	Yes	N/A	N/A	Accurate
339	21W0755	Yes	Yes	N/A	N/A	Accurate
340	21W0755	Yes	Yes	N/A	N/A	Accurate
341	21W0755	Yes	Yes	N/A	N/A	Accurate
342	21W0755	Yes	Yes	N/A	N/A	Accurate
343	211201569	Yes	Yes	N/A	N/A	Accurate
344	CC#21-342-2363 kidnapping baltCo Det Copenhaver/Dere meik/Lankford	Yes	Yes	N/A	N/A	Accurate
345	211202259 missing person	Yes	Yes	N/A	N/A	Accurate
346	21H0315	Yes	Yes	N/A	N/A	Accurate
347	211106892 larceny	Yes	Yes	N/A	N/A	Accurate
348	Dets McCord & Mike CC# 1-21-11-08537 multiple regional commercial armed robberies with stolen cars	Yes	Yes	N/A	N/A	Accurate
349	wanted subject vehicle ref sex offense case#590003	Yes	Yes	N/A	N/A	Accurate
350	LPR check for armed carjacking vehicle 9-211200927	Yes	Yes	N/A	N/A	Accurate
351	211200558 agg assault	Yes	Yes	N/A	N/A	Accurate
352	211200481	Yes	Yes	N/A	N/A	Accurate

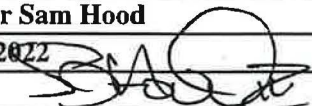
<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
353	213363366 Carjacking 12/2	Yes	Yes	N/A	N/A	Accurate
354	agg assault 211200558	Yes	Yes	N/A	N/A	Accurate
355	CAD3430 11/29 Fleeing and Eluding	Yes	Yes	N/A	N/A	Accurate
356	7-211007347 (Sex offense warrant)	Yes	Yes	N/A	N/A	Accurate
357	21r9999 homicide	Yes	Yes	N/A	N/A	Accurate
358	Case #:BP211108423	Yes	Yes	N/A	N/A	Accurate
359	Case #:BP211108403	Yes	Yes	N/A	N/A	Accurate
360	Police Event #P213332742	Yes	Yes	N/A	N/A	Accurate
361	Police Event #P213332742	Yes	Yes	N/A	N/A	Accurate
362	21K0030	Yes	Yes	N/A	N/A	Accurate
363	6211108102 gta	Yes	Yes	N/A	N/A	Accurate
364	3314	Yes	Yes	N/A	N/A	Accurate
365	211107104	Yes	Yes	N/A	N/A	Accurate
366	Case #:BP211106801	Yes	Yes	N/A	N/A	Accurate
367	Case #:BP211106801 carjacking	Yes	Yes	N/A	N/A	Accurate
368	Police Event #P213273347	Yes	Yes	N/A	N/A	Accurate
369	BANK ROBBERY DET HANLON CC#4211008837	Yes	Yes	N/A	N/A	Accurate
370	Armed Carjacking 5-211106509	Yes	Yes	N/A	N/A	Accurate
371	211106099	Yes	Yes	N/A	N/A	Accurate

<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
372	cc#211106099	Yes	Yes	N/A	N/A	Accurate
373	1441 N. Central Ave.	Yes	Yes	N/A	N/A	Accurate
374	6211105437	Yes	Yes	N/A	N/A	Accurate
375	21h273	Yes	Yes	N/A	N/A	Accurate
376	21h273	Yes	Yes	N/A	N/A	Accurate
377	21h273	Yes	Yes	N/A	N/A	Accurate
378	21h273	Yes	Yes	N/A	N/A	Accurate
379	21W0677	Yes	Yes	N/A	N/A	Accurate
380	1211102993 - HGV Follow up	Yes	Yes	N/A	N/A	Accurate
381	Robbery 21-320-2601	Yes	Yes	N/A	N/A	Accurate
382	Police Event #P213200877	Yes	Yes	N/A	N/A	Accurate
383	Armed Robbery 2021W0670	Yes	Yes	N/A	N/A	Accurate
384	211104016	Yes	Yes	N/A	N/A	Accurate
385	7211103158	Yes	Yes	N/A	N/A	Accurate
386	SHOOTING AT 211103325	Yes	Yes	N/A	N/A	Accurate
387	8-211103148	Yes	Yes	N/A	N/A	Accurate
388	213143636	Yes	Yes	N/A	N/A	Accurate
389	761055-21-0054	Yes	Yes	N/A	N/A	Accurate
390	Warrant D100731481	Yes	Yes	N/A	N/A	Accurate
391	21P0806 investigation	Yes	Yes	N/A	N/A	Accurate
392	211101208	Yes	Yes	N/A	N/A	Accurate
393	Chuck/Mike CC#21-308-2432 commercial armed robbery	Yes	Yes	N/A	N/A	Accurate
394	ARMED CARJACKING CASE#21W0634	Yes	Yes	N/A	N/A	Accurate
395	mcu 21-003	Yes	Yes	N/A	N/A	Accurate



<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
396	1-211100724	Yes	Yes	N/A	N/A	Accurate
397	2111100009	Yes	Yes	N/A	N/A	Accurate
398	5200 st charles shooting	Yes	Yes	N/A	N/A	Accurate
399	21H0279	Yes	Yes	N/A	N/A	Accurate
400	211007438	Yes	Yes	N/A	N/A	Accurate
401	3098	Yes	Yes	N/A	N/A	Accurate
402	4211005796	Yes	Yes	N/A	N/A	Accurate
403	21r9999 gta bpd	Yes	Yes	N/A	N/A	Accurate
404	21h270	Yes	Yes	N/A	N/A	Accurate
405	211007436	Yes	Yes	N/A	N/A	Accurate
406	bpd homicide 21h0271	Yes	Yes	N/A	N/A	Accurate
407	443 769 6907	Yes	Yes	N/A	N/A	Accurate
408	21105726	Yes	Yes	N/A	N/A	Accurate
409	1-21105726	Yes	Yes	N/A	N/A	Accurate
410	211004474 gta bpd	Yes	Yes	N/A	N/A	Accurate
411	1-21105726	Yes	Yes	N/A	N/A	Accurate
412	1-21105726	Yes	Yes	N/A	N/A	Accurate
413	211004238	Yes	Yes	N/A	N/A	Accurate
414	20H0286	Yes	Yes	N/A	N/A	Accurate
415	21h0250	Yes	Yes	N/A	N/A	Accurate
416	cad 3328 carjacking	Yes	Yes	N/A	N/A	Accurate
417	CC# 6-2110-04534	Yes	Yes	N/A	N/A	Accurate
418	Investigation # D210205251	Yes	Yes	N/A	N/A	Accurate
419	21CJ063 Carjacking	Yes	Yes	N/A	N/A	Accurate
420	3457 cc	Yes	Yes	N/A	N/A	Accurate
421	discharging/shooting at 211003067	Yes	Yes	N/A	N/A	Accurate
422	9ds9792	Yes	Yes	N/A	N/A	Accurate
423	211001774	Yes	Yes	N/A	N/A	Accurate
424	Shotspotter 10/8 CAD3765	Yes	Yes	N/A	N/A	Accurate

Audit Record Number	Question # 1 Agency Case #	Question # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
425	5211001904	Yes	Yes	N/A	N/A	Accurate
426	BP211001753	Yes	Yes	N/A	N/A	Accurate
427	1-211001706	Yes	Yes	N/A	N/A	Accurate
428	1-211001706	Yes	Yes	N/A	N/A	Accurate
429	21A2175	Yes	Yes	N/A	N/A	Accurate
430	212783725	Yes	Yes	N/A	N/A	Accurate
431	21H0250	Yes	Yes	N/A	N/A	Accurate
432	mcu 21-003	Yes	Yes	N/A	N/A	Accurate
433	21W0560	Yes	Yes	N/A	N/A	Accurate
434	hOMICIDE 210905910	Yes	Yes	N/A	N/A	Accurate
435	1-210800902	Yes	Yes	N/A	N/A	Accurate
436	armed carjacking veh 20210807	Yes	Yes	N/A	N/A	Accurate
437	carjacking 211200254	Yes	Yes	N/A	N/A	Accurate
438	21h310	Yes	Yes	N/A	N/A	Accurate
439	Police Event #P213332742	Yes	Yes	N/A	N/A	Accurate
440	7211100683	Yes	Yes	N/A	N/A	Accurate
441	CC# 6-2111-03235	Yes	Yes	N/A	N/A	Accurate
442	Warrant Investigation	Yes	Yes	N/A	N/A	Accurate
443	4210907659 shooting	Yes	Yes	N/A	N/A	Accurate
444	21R1001	Yes	Yes	N/A	N/A	Accurate
445	9-2107-05012 Rape	Yes	Yes	N/A	N/A	Accurate
446	21h181	Yes	Yes	N/A	N/A	Accurate
447	210806227	Yes	Yes	N/A	N/A	Accurate
448	armed robbery CC#212451665	Yes	Yes	N/A	N/A	Accurate
449	62100901582	Yes	Yes	N/A	N/A	Accurate
450	21v0444	Yes	Yes	N/A	N/A	Accurate
451	21v0406	Yes	Yes	N/A	N/A	Accurate
452	cutting cc#210608820	Yes	Yes	N/A	N/A	Accurate

Audit Record Number	Question # 1 Agency Case #	Question # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
453	210607978 stolen auto	Yes	Yes	N/A	N/A	Accurate
454	Det Blevins BaltCo homicide CC# 21-142-0809	Yes	Yes	N/A	N/A	Accurate
455	gc21013	Yes	Yes	N/A	N/A	Accurate
456	cad 1937	Yes	Yes	N/A	N/A	Accurate
457	Armed car jacking - 1-210405665	Yes	Yes	N/A	N/A	Accurate
458	1210301943 gta bpd	Yes	Yes	N/A	N/A	Accurate
459	1-210203685	Yes	Yes	N/A	N/A	Accurate
460	210202544	Yes	Yes	N/A	N/A	Accurate
461	21W0136	Yes	Yes	N/A	N/A	Accurate
462	Homicide Case# 21H0023	Yes	Yes	N/A	N/A	Accurate
463	210301889 Armed Carjacking	Yes	Yes	N/A	N/A	Accurate
Submitting Agency:		Baltimore Police Department		Reviewing Agency:	Baltimore Police Department	
Scope of Audit		463 Data Inquiries		Reviewed By:	Major Sam Hood	
Prepared By:		Elizabeth Hart		Date Reviewed	2/14/2022	
Date Prepared:		2/14/2022		Signature		



MAIN OFFICE  
107 Chesapeake Blvd., Ste. 112  
Elkton, Maryland 21921  
410-996-5500 410-996-5518 fax



DETENTION CENTER &  
COMMUNITY CORRECTIONS  
500 Landing Lane  
Elkton, Maryland 21921  
410-996-5800 CCDC 410-996-5525 fax  
410-996-5518 CC 410-996-5515 fax

## Cecil County Sheriff's Office Scott A. Adams, Sheriff

February 24, 2022

**TO:** House Judiciary Committee, Senate Judicial Proceedings Committee and  
Legislative Policy Committee

**FROM:** Major George Stanko, Cecil County Sheriff's Office

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety  
Article § 3- 509

**Maryland House Judiciary Committee:**  
The Honorable Luke H. Clippinger - Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**  
The Honorable William C. Smith - Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**  
The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding captured License Plate Reader (LPR) data for 2019:

- 1. The total number of automatic license plate reader units being operated by the Cecil County Sheriff's Office and submitting data to the Agency:**

MAIN OFFICE  
107 Chesapeake Blvd., Ste. 112  
Elkton, Maryland 21921  
410-996-5500 410-996-5518 fax



DETENTION CENTER &  
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500 Landing Lane  
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410-996-5800 CCDC 410-996-5525 fax  
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## Cecil County Sheriff's Office Scott A. Adams, Sheriff

During the reporting period, six License Plate Reader Systems report data to CCSO. Three of the LPR systems are mobile units (inoperable for the calendar year) and three are fixed units (inoperable for the majority of the year.)

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:

The Cecil County Sheriff's Office captured reads on the Agency server. The server was operational throughout 2022. The same number of reads were submitted.

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

As of December 31, 2021, 63,050 reads were on the ALPR database.

4. The number of requests made to the Server:

The number of searches that were conducted in 2021 was 103.

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

58 reports were exported that contained LPR data.

6. The number of out of state requests: 0

7. The number of federal requests: 0

8. The number of out of state requests that resulted in a release of information: 0

9. The number of federal requests that resulted in a release of information: 0

10. Any data breaches or unauthorized uses of the automatic license plate reader database: No

MAIN OFFICE  
107 Chesapeake Blvd., Ste. 112  
Elkton, Maryland 21921  
410-996-5500 410-996-5518 fax



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410-996-5800 CCDC 410-996-5525 fax  
410-996-5518 CC 410-996-5515 fax

## Cecil County Sheriff's Office Scott A. Adams, Sheriff

### 11. A list of audits that were completed by the center or a law enforcement agency:

A random selection of at least 1% of all relevant requests ( $103 * 0.01 = 1.03$  Minimum required per CCSO Policy and Procedure is 1% of requests or a minimum of 50) 50 records were audited.

### 12. 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:

Twenty-five (25) Cecil County Sheriff's Office employees are authorized to query the database.

- 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. The audit process is explained above in question #11.

- 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 procedures and safeguards consist of the following training and standards:

- a. Cecil County Sheriff's Office Policy #44, updated in 2020 to reflect the deployment of the server.
- b. Eight-hour License Plate Reader Practicum training.



MAIN OFFICE  
107 Chesapeake Blvd., Ste. 112  
Elkton, Maryland 21921  
410-996-5500 410-996-5518 fax



DETENTION CENTER &  
COMMUNITY CORRECTIONS  
500 Landing Lane  
Elkton, Maryland 21921  
410-996-5800 CCDC 410-996-5525 fax  
410-996-5518 CC 410-996-5515 fax

**Cecil County Sheriff's Office**  
**Scott A. Adams, Sheriff**

- c. All Cecil County Sheriff's Office personnel have a background clearance completed by the Department.

Respectfully,

A handwritten signature in black ink, appearing to read "Major George Stanko", with the number "0014" written below it.

**Major George Stanko**  
**Director of Law Enforcement**  
**Cecil County Sheriff's Office**



## Cecil County Sheriff's Office Automatic License Reader Audit



	Question #1	Question #2	Question #3	Question #4	Question #5	Question #6
Record#	Report/Incident Number	Is the date and time of request documented?	Is the purpose of the request documented?	Does the request include the identity of the agency requesting the query?	Has the request been validated through the requestor's agency?	Findings shall be listed as: Accurate, inaccurate, Unable to locate or incomplete
1	2021003347	01/14/21 @ 0942	Warrant	Yes	Yes	Accurate
2	2021003390	01/14/21 @ 1103	Warrant	Yes	Yes	Accurate
3	2021011337	02/16/21 @ 1246	Warrant	Yes	Yes	Accurate
4	2021013275	02/24/21 @ 1053	Warrant	Yes	Yes	Accurate
5	21-215	02/25/21 @ 1307	Theft	Yes	Yes	Accurate
6	21-215	03/01/21 @ 1546	Theft	Yes	Yes	Accurate
7	21-215	03/02/21 @ 0746	Theft	Yes	Yes	Accurate
8	2021095543	03/02/21 @ 1220	Abduction	Yes	Yes	Accurate
9	C0CR20000772	03/11/21 @ 1035	Warrant	Yes	Yes	Accurate
10	21-226	03/18/21 @ 1341	Theft	Yes	Yes	Accurate
11	2021019305	03/19/21 @ 1042	Warrant	Yes	Yes	Accurate
12	2021019305	03/19/21 @ 1049	Warrant	Yes	Yes	Accurate
13	2021020770	03/24/21 @ 1650	Warrant	Yes	Yes	Accurate
14	2021024579	04/07/21 @ 1812	Warrant	Yes	Yes	Accurate
15	2021024691	04/08/21 @ 0730	Warrant	Yes	Yes	Accurate
16	2021025752	04/12/21 @ 1021	Warrant	Yes	Yes	Accurate
17	2021025752	04/12/21 @ 1021	Warrant	Yes	Yes	Accurate
18	2021025752	04/13/21 @ 0856	Warrant	Yes	Yes	Accurate
19	2021026041	04/13/21 @ 1025	Warrant	Yes	Yes	Accurate
20	2021030609	04/30/21 @ 0755	Warrant	Yes	Yes	Accurate
21	2021030609	04/30/21 @ 0756	Warrant	Yes	Yes	Accurate
22	21-815	05/03/21 @ 1021	Theft	Yes	Yes	Accurate
23	21-815	05/03/21 @ 1022	Theft	Yes	Yes	Accurate
24	21-815	05/03/21 @ 1045	Theft	Yes	Yes	Accurate
25	21-870	05/04/21 @ 0719	Burglary	Yes	Yes	Accurate
26	2021035117	05/17/21 @ 1049	Homicide	Yes	Yes	Accurate
27	C07CR21000592	05/20/21 @ 0808	Warrant	Yes	Yes	Accurate
28	21-215	05/25/21 @ 1014	Theft	Yes	Yes	Accurate
29	39348	05/27/21 @ 0539	Warrant	Yes	Yes	Accurate
30	D032CR21000835	05/27/21 @ 0732	Warrant	Yes	Yes	Accurate
31	21-1105	06/07/21 @ 2239	Pursuit	Yes	Yes	Accurate

32	21-1105	06/07/21 @ 2240	Pursuit	Yes	Yes	Accurate
33	21-1105	06/07/21 @ 2240	Pursuit	Yes	Yes	Accurate
34	11289292	06/15/21 @ 1916	Warrant	Yes	Yes	Accurate
35	2106001590	06/29/21 @ 0850	Warrant	Yes	Yes	Accurate
36	3021003973	07/01/21 @ 0814	Warrant	Yes	Yes	Accurate
37	3021003973	07/01/21 @ 0818	Warrant	Yes	Yes	Accurate
38	2021051127	07/12/21 @ 2119	Warrant	Yes	Yes	Accurate
39	21-1438	07/28/21 @ 1120	Missing Person	Yes	Yes	Accurate
40	21-1438	07/28/21 @ 1139	Missing Person	Yes	Yes	Accurate
41	D032CR21001223	08/11/21 @ 0922	Warrant	Yes	Yes	Accurate
42	D032CR21001223	08/11/21 @ 0923	Warrant	Yes	Yes	Accurate
43	D032CR21001223	08/11/21 @ 1001	Warrant	Yes	Yes	Accurate
44	D032CR21001343	08/12/21 @ 0849	Warrant	Yes	Yes	Accurate
45	D032CR21001343	08/12/21 @ 0853	Warrant	Yes	Yes	Accurate
46	21-1457	08/17/21 @ 1626	Shooting	Yes	Yes	Accurate
47	21-1606	08/22/21 @ 1325	Missing Person	Yes	Yes	Accurate
48	21-1540	09/03/21 @ 1732	Warrant	Yes	Yes	Accurate
49	C07CR21000027	10/12/21 @ 1029	Warrant	Yes	Yes	Accurate
50	2021087796	11/22/21 @ 1958	Warrant	Yes	Yes	Accurate





Cecil County Sheriff's Office  
Automatic License Reader Audit



Goal	Question	Answer	Comments
1	Have procedures been adopted relating to the operation and use of the LPR system? [Cite policy number]	YES	Chapter 44
2	Are staff with access to the Automatic License Plate Reader database adequately screened and trained in the proper use of the system and all privacy policies relating thereto?	YES	
3	Does the agency maintain training records for each user?	YES	With Training Coordinator
4	Is the training curricula maintained?	YES	
5	Are training records annually reviewed for relevancy and effectiveness?	YES	
6	Does the agency accept law enforcement requests for license plate data collected by an LPR system?	NO	No external agency has access at this time.
7	If historical data is accessed, does the agency have an audit trail?	YES	
8	Is the audit trail maintained for at least 3 years?	YES	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	YES	
COMPLETED BY: Sgt. James Keller #0573		DATE COMPLETED: 02/24/2022	
REVIEWED BY: Lt. Shawn Mahan #0471		DATE REVIEWED: 02/24/2022	

**February 17, 2022**

**TO:** House Judiciary Committee, Senate Judicial Proceedings Committee and Legislative Policy Committee

**FROM:** Steven Lucas, Sergeant, Hagerstown Police Department

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety Article § 3- 509

**Maryland House Judiciary Committee:**  
The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**  
The Honorable William C. Smith – Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**  
The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Hagerstown Police Department is reporting the following information regarding captured License Plate Reader (LPR) data for 2021:

1. The total number of automatic license plate reader units being operated in the city of Hagerstown by law enforcement agencies and submitting data to the center: **2 license plate readers, data stored on local server only**
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: **1,648,841**
3. The number of automatic license plate reader readings being retained on the automatic license plate reader database: **1,648,841**
4. The number of requests made to the Hagerstown Police Department: **36 internal queries**
5. The number of requests that resulted in a release of information: **0**
6. The number of out of state requests: **0**

7. The number of federal requests: **0**
8. The number of out of state requests that resulted in a release of information: **0**
9. The number of federal requests that resulted in a release of information: **0**
10. Any data breaches or unauthorized uses of the automatic license plate reader database:  
**No**
11. A list of audits that were completed by the center or a law enforcement agency: **20**
12. 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: **Three (3) sworn law enforcement personnel are authorized to query the local server database**

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 Hagerstown Police Department policy models and follows closely the policy disseminated by the Maryland Coordination and Analysis Center.**


1. **Hagerstown Police Department rules and regulations chapter 40 standard operating procedures**



Steven Lucas, Sgt/4454

**Steven Lucas  
Sergeant  
Hagerstown Police Department**



Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	
3	Does the agency maintain training records for each user?	Yes	
4	Is the training curriculum maintained?	Yes	
5	Are the training records reviewed for relevance and effectiveness?	Yes	
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	Yes	
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	(Only 2 years of historical data based on server)
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	
Agency:	Hagerstown Police Department	Scope of Audit:	20
Completed By:	Sergeant Steven Lucas	Date Completed:	February 13, 2022
Reviewed By:	Sgt Steven Lucas 	Date Completed:	2/28/22





# HARFORD COUNTY SHERIFF'S OFFICE

COURAGE HONOR INTEGRITY

February 11, 2022

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

**FROM:** Sheriff Jeffrey R. Gahler

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety Article § 3- 509

**Maryland House Judiciary Committee:**

The Honorable Luke H. Clippinger - Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith - Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairman and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Harford County Sheriff's Office (HCSO) is reporting the following information regarding captured License Plate Reader (LPR) data for 2021:

**1. The total number of automatic license plate reader units being operated by the HCSO and the number of units submitting data:**

In 2021, the HCSO maintained seventeen (17) automatic license plate reader units (Mobile and Fixed sites).





- 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:**

In 2021, the HCSO had 4,705,878 readings. HCSO began electronically sending its reads to MCAC in August of 2019 and has had a total of 13,480,387 readings since then. HCSO will continue to maintain this partnership with Maryland Coordination and Analysis Center (MCAC).

- 3. The number of automatic license plate reader readings being retained on the automatic license plate reader server:**

In 2021, the HCSO had 4,705,878 readings. HCSO maintains tag read data for a period of 180 days. After 180 days, it is purged from the server.

- 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:**

There were 223 queries of the HCSO LPR reads in 2021. This LPR data is accessible to deputies and detectives of the HCSO upon request through one (1) of the four (4) LPR system administrators, who are trained in the use of the LPR camera systems and the EOC (Enterprise Operations Center), which is the camera system/LPR data interface program. Deputies who wish to operate one of the LPR vehicles receive a four-hour block of instruction. Deputies who wish to have access to remotely monitor the LPR sites for hotlist alerts or to submit a request for HCSO LPR historical data for investigative purposes, receive a one-hour block of instruction on the policies governing the access, use and dissemination of LPR data and in the EOC, so that they may use the information quickly to solve crimes.

- 5. The number of in state requests:**

The HCSO had five (5) requests for LPR data from another Maryland law enforcement agency.

- 6. The number of out of state requests:**

The HCSO had one (1) request from out of state for LPR data.

- 7. The number of federal requests:**

The HCSO had no requests from federal agencies for LPR data.

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

There was one (1) out of state request that resulted in a release of information.

- 9. The number of federal requests that resulted in a release of information:**

There were no requests from federal agencies.

- 10. Any data breaches or unauthorized uses of the automatic license plate reader database:**

There were no data breaches or unauthorized uses of the automatic LPR database.

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

The HCSO LPR auditor conducted an annual audit of LPR queries. There were 223 queries during the year 2021. 50 random queries were selected and an audit was conducted, resulting in a 100% rate of compliance.

When queries of LPR data are requested, officers and detectives are required to provide a police agency case number and the reason for the request before they can proceed. The LPR auditor selects queries at random and checks the case number and reason for the search against the agency's records management database to confirm the case number exists and is for a legitimate law enforcement purpose.

**12. 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:**

Four HCSO deputies are authorized to query the database, who are LPR Administrators.

**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 HCSO follows MCAC's audit process, which is explained in their Model Audit Policy.

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

The HCSO procedures and safeguards consist of the following training and standards:

- a. HCSO License Plate Reader Policy.
- b. 4 hour License Plate Reader Operator practicum training approved through the Maryland Police Training and Standards Commission for those with vehicle mounted license plate readers.
- c. 1 hour License Plate Reader Dispatcher practicum training for those who remotely monitor license plate reader hotlist alarms.
- d. All HCSO personnel who have access are sworn law enforcement personnel.

Sincerely,



Jeffrey R. Gahler  
Sheriff

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	HCSO Policy OPS 0914
2	Are staff with access to Automatic License Plate Reader database adequately screened and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	Clearances/ Employment Screening and Onboarding Process
3	Does the agency maintain training records for each user?	Yes	Maintained by the LPR Administrators
4	Is the training curriculum maintained?	Yes	MPCTC Certified LPR Operator & LPR User training
5	Are the training records reviewed for relevance and effectiveness?	Yes	Yearly and following training
6	Does the agency accept law enforcement requests for license plate captured data collected by an LPR system?	Yes	
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	
<b>Agency:</b>	Harford County Sheriff's Office	<b>Scope of Audit:</b>	50 records from 2021 requests
<b>Completed By:</b>	Lt. Mark Fox #461	<b>Date Completed:</b>	02/10/22
<b>Reviewed By:</b>	Capt. Michael Schleper #814	<b>Date Completed:</b>	02/10/22





# Harford County Sheriff's Office



Record	Audit Record Number	Question # 1 Is Agency Case # Reported / Recorded	Questions # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the Identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
Record 1	73031737-ef5d-44ce-bd9d-920d5996a737	Yes	Yes	Yes	Yes	Yes	Accurate
Record 2	9a9578d8-2ccb-45e3-8542-33c64e92f4b8	Yes	Yes	Yes	Yes	Yes	Accurate
Record 3	afa27a8d-80d3-4ba1-8e9a-5ea69b26087f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 4	95c14150-e676-436c-abea-b6a9fa4b8b95	Yes	Yes	Yes	Yes	Yes	Accurate
Record 5	b1551898-deb7-45a9-8f5a-11c6786e2ac3	Yes	Yes	Yes	Yes	Yes	Accurate
Record 6	43091ae8-9654-4de2-96a1-8bd363848c3d	Yes	Yes	Yes	Yes	Yes	Accurate
Record 7	b27bb5d3-ba56-4de7-888c-06951a82f268	Yes	Yes	Yes	Yes	Yes	Accurate
Record 8	f8273ec0-0282-45d4-8bfd-011ef846d98f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 9	6c87d155-b558-4a62-9608-7a2634934e73	Yes	Yes	Yes	Yes	Yes	Accurate
Record 10	c330f876-e899-45d9-82b2-a8864175f6a7	Yes	Yes	Yes	Yes	Yes	Accurate
Record 11	8d990ee3-8002-4ac1-ae19-ed6efd98cd56	Yes	Yes	Yes	Yes	Yes	Accurate
Record 12	f7c0f36e-0325-4980-ae8d-89f378e003c3	Yes	Yes	Yes	Yes	Yes	Accurate
Record 13	2a218365-6fe5-422e-bb16-be06a61f81f2	Yes	Yes	Yes	Yes	Yes	Accurate
Record 14	d5faa8d5-5a1e-4397-9e08-0ef22b0a8137	Yes	Yes	Yes	Yes	Yes	Accurate
Record 15	b958c6ae-6e3a-4707-81de-a861dd6f97db	Yes	Yes	Yes	Yes	Yes	Accurate
Record 16	d737b125-13aa-4200-befe-c4ce1d12668d	Yes	Yes	Yes	Yes	Yes	Accurate
Record 17	df8c35b4-f9f4-4cb3-9468-8a54e58fcaad	Yes	Yes	Yes	Yes	Yes	Accurate
Record 18	2cc94cca-89c4-4452-88cf-f5e7f424b827	Yes	Yes	Yes	Yes	Yes	Accurate
Record 19	5e0cde15-dd73-4b25-9f79-0932ba667e1f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 20	906679c0-3b9d-4cd1-8b95-b04f24604054	Yes	Yes	Yes	Yes	Yes	Accurate
Record 21	de857909-dd32-4fdf-b6a8-340055596a90	Yes	Yes	Yes	Yes	Yes	Accurate
Record 22	76291e39-c72a-4198-abd2-41e66963ab8c	Yes	Yes	Yes	Yes	Yes	Accurate
Record 23	ec7be1c7-bf3e-4f05-95eb-cd5a428f85a6	Yes	Yes	Yes	Yes	Yes	Accurate
Record 24	9c0a334d-b910-48b8-a15d-54e0720e3c60	Yes	Yes	Yes	Yes	Yes	Accurate
Record 25	8b60640e-3312-416a-a845-3da38abb681f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 26	00b1c8de-24bd-4f00-adf8-926ae1b453c3	Yes	Yes	Yes	Yes	Yes	Accurate
Record 27	d1d3c982-b118-47f0-b8e1-3a4932c6eb0c	Yes	Yes	Yes	Yes	Yes	Accurate





# Harford County Sheriff's Office



Record	Audit Record Number	Question # 1 Is Agency Case # Reported / Recorded	Questions # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
Record 28	b8cf2dc2-b45a-4e25-90bc-333cb8ebf076	Yes	Yes	Yes	Yes	Yes	Accurate
Record 29	9c1737ec-8d3c-49a8-82e3-bebef7faff8f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 30	e98e2c8c-0d26-49da-ba18-33414dd71f07	Yes	Yes	Yes	Yes	Yes	Accurate
Record 31	0ce0a017-b1f1-43de-b283-b9286ed539d6	Yes	Yes	Yes	Yes	Yes	Accurate
Record 32	98612ea7-740f-40f1-b941-1286041de987	Yes	Yes	Yes	Yes	Yes	Accurate
Record 33	58da1b65-86ac-4aad-b49a-e63402fd244f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 34	c7534e6b-87ea-4c66-afc8-20c1000a7aef	Yes	Yes	Yes	Yes	Yes	Accurate
Record 35	22d6857b-c4b9-48bd-86a8-fd943e2fe3f3	Yes	Yes	Yes	Yes	Yes	Accurate
Record 36	e24c8a01-edb8-42c2-b5bb-a8cbda0a29f0	Yes	Yes	Yes	Yes	Yes	Accurate
Record 37	3fdca787-db69-4c01-9a39-73a348b5807a	Yes	Yes	Yes	Yes	Yes	Accurate
Record 38	ef6f650a-1b5a-43ab-a48d-5e12ceccf6b6	Yes	Yes	Yes	Yes	Yes	Accurate
Record 39	1f33f9be-1b35-431d-88cd-577ac05ab37b	Yes	Yes	Yes	Yes	Yes	Accurate
Record 40	09da0628-9766-4a9a-9026-1e0e8b38bd41	Yes	Yes	Yes	Yes	Yes	Accurate
Record 41	670a1365-541c-4fe1-bed6-4a01d2b62590	Yes	Yes	Yes	Yes	Yes	Accurate
Record 42	f28d8063-813a-4924-849d-a4026f8d30fb	Yes	Yes	Yes	Yes	Yes	Accurate
Record 43	cc21a054-6a2c-4010-a836-23b6c272adb1	Yes	Yes	Yes	Yes	Yes	Accurate
Record 44	d6e7b486-1f4e-43bb-8dac-50439ff57a8d	Yes	Yes	Yes	Yes	Yes	Accurate
Record 45	768d49a8-7f97-4c26-925d-60f87b21c54e	Yes	Yes	Yes	Yes	Yes	Accurate
Record 46	8b3db1a9-72d1-4a22-9406-01a1d5d0e05f	Yes	Yes	Yes	Yes	Yes	Accurate
Record 47	e9720fe5-6221-4a7e-a001-4fab79e581a	Yes	Yes	Yes	Yes	Yes	Accurate
Record 48	db153af6-05ac-490e-b7c9-21d36a38787d	Yes	Yes	Yes	Yes	Yes	Accurate
Record 49	b725826b-ebc5-44f2-9d32-d2ae1656f7be	Yes	Yes	Yes	Yes	Yes	Accurate
Record 50	747e3521-b2ad-4d41-b47f-2180439ce574	Yes	Yes	Yes	Yes	Yes	Accurate

Submitting Agency: Harford County Sheriff's Office

Scope of Audit: January 2021 through December 2021

Prepared By: Lt. M. Fox #461

Initials MP 2

CALVIN BALL  
County Executive



Gregory Der  
Chief of Police

**HOWARD COUNTY DEPARTMENT OF POLICE**  
3410 Court House Drive, Ellicott City, Maryland 21043

**Date:** February 3, 2022

**To:** House Judiciary Committee, Senate Judicial Proceedings Committee and  
Legislative Policy Committee

**From:** Chief Gregory Der – Howard County Department of Police

**Subject:** License Plate Reader Program Report Per Public Safety Article 3-509

**Maryland House Judiciary Committee:**

The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith Jr.- Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson - Co-Chair  
The Honorable Adrienne A. Jones - Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the **Howard County Police Department** is reporting the following information regarding captured License Plate Reader (LPR) data for 2021:

TELEPHONE: 410-313-3200  
FAX: 410-313-3295  
WWW.HOWARDCOUNTYMD.GOV  
HCPD@HOWARDCOUNTYMD.GOV



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## HOWARD COUNTY DEPARTMENT OF POLICE

3410 Court House Drive, Ellicott City, Maryland 21043

- 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.**

In 2021, the Howard County Police Department maintained seven (7) license plate readers on marked cars, three (3) on unmarked police vehicles, and one (1) pole mounted license plate reader.

- 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.**

In 2021, the Howard County Police Department had 3,011,764 readings. The Howard County Police Department began electronically sending its reads to MCAC in the Spring of 2016, and will continue to do so.

- 3. The number of automatic license plate reader readings being retained on the automatic license plate server.**

In 2021, the Howard County Police Department had 3,011,764, with each read being maintained for a period of one year. Records are automatically purged after one year, unless it is deemed to possess evidentiary value to a criminal investigation.

- 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:**

There were 1263 queries conducted by the Howard County Police Department in 2021. This LPR data is accessible to officers and detectives of the Howard County Police Department, who are trained in the use of the LPR camera system and proprietary software that interfaces with the camera system, the Enterprise Operations Center (EOC). The LPR data is only to be accessed and searched for a legitimate law enforcement purpose. Officers who wish to operate one of the LPR vehicles, or have access to the Howard County Police LPR data, must receive adequate training on policies governing access, as well as use and dissemination of LPR data in EOC.

- 5. The number of out of state requests.**

The Howard County Police Department did not receive any out of state requests or requests from additional Maryland jurisdictions.





**HOWARD COUNTY DEPARTMENT OF POLICE**

3410 Court House Drive, Ellicott City, Maryland 21043

**6. The number of federal requests.**

The Howard County Police Department did not receive any federal requests.

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

There were no out of state requests.

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

There were no federal requests.

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

None.

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

The Howard County Police Department's LPR Coordinator conducted monthly audits of LPR queries. Fifty-three (53) of 1263 queries were selected at random and audited, with one hundred percent compliance rate. Members conducting queries are required to provide a case number and nature of investigation associated with the query.

See attached document for further details.

**11. 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:**

- 1. Which personnel in the center or law enforcement agency are authorized to query captured plate data gathered by an automatic license plate reader system.**

Trained personnel identified in HCPD Special Order 2011-03 License Plate Recognition Program.

- 2. 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.**



CALVIN BALL  
County Executive



Gregory Der  
Chief of Police

**HOWARD COUNTY DEPARTMENT OF POLICE**  
3410 Court House Drive, Ellicott City, Maryland 21043

HCPD follows MCAC's audit process, which is explained in their Model Audit Policy, received in October 2015.

- 3. Procedures and safeguards to ensure that center staff with access to the automatic license plate reader database are adequately screened and trained.**

HCPD has a training curriculum, present by MPTC certified instructors, which consists of the following:

- HCPD law enforcement employees selected
- Lecture and practical instruction of both software and hardware incorporated with automatic license plate readers
- Review of Special Order 2011-03 License Plate Recognition Program

Sincerely,

A handwritten signature in blue ink, appearing to read "Chief Gregory Der".

---

Gregory Der  
Chief of Police

TELEPHONE: 410-313-3200  
FAX: 410-313-3295  
WWW.HOWARDCOUNTYMD.GOV  
HCPD@HOWARDCOUNTYMD.GOV



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**Audit Question (Step 1)**

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System?	Yes	HCPD Special Order 2011-03 License Plate Recognition Program
2	Are staff with access to Automatic License Plate Reader database adequately screened and trained in the proper use of the system and privacy policies related thereto?	Yes	Employees must undergo a background check and are trained by MPTC certified instructors
3	Does the agency maintain records for each user?	Yes	There are electronic records of each trained user
4	Is the training curriculum maintained?	Yes	MPTSC Instructors with lecture and practical exercise
5	Are the training records reviewed for relevance and effectiveness?	Yes	Yearly and with each training review
6	Does the agency accept law enforcement requests for license plate captured data collected by and LPR system?	Yes	As specified in Special Order 2011-03
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	
Agency	Howard County Police Department	Scope of Audit	53 records for 2021.
Completed By	D/CPL William Hurtt, 5665	Date Completed	2/3/2022
Reviewed By	D/SGT D Chesno, 5042	Date Completed	2/3/2022

## 2021 LPR Audit

Audit Record Number	Question 1: Agency Case Number	Question 2: Is the date and time of request documented?	Question 3: Is the purpose of request documented?	Question 4: Does the request include the identity of the agency requesting the query?	Question 5: Has the request been validated through the requesters agency?	Results: Findings shall be listed as accurate, inaccurate, unable to locate or incomplete
Audit Record 1	21001	Y	Y	Y	Y	accurate
Audit Record 2	21002	Y	Y	Y	Y	accurate
Audit Record 3	21003	Y	Y	Y	Y	accurate
Audit Record 4	21004	Y	Y	Y	Y	accurate
Audit Record 5	21005	Y	Y	Y	Y	accurate
Audit Record 6	21006	Y	Y	Y	Y	accurate
Audit Record 7	21007	Y	Y	Y	Y	accurate
Audit Record 8	21008	Y	Y	Y	Y	accurate
Audit Record 9	21009	Y	Y	Y	Y	accurate
Audit Record 10	21010	Y	Y	Y	Y	accurate
Audit Record 11	21011	Y	Y	Y	Y	accurate
Audit Record 12	21012	Y	Y	Y	Y	accurate
Audit Record 13	21013	Y	Y	Y	Y	accurate
Audit Record 14	21014	Y	Y	Y	Y	accurate
Audit Record 15	21015	Y	Y	Y	Y	accurate
Audit Record 16	21016	Y	Y	Y	Y	accurate
Audit Record 17	21017	Y	Y	Y	Y	accurate
Audit Record 18	21018	Y	Y	Y	Y	accurate
Audit Record 19	21019	Y	Y	Y	Y	accurate
Audit Record 20	21020	Y	Y	Y	Y	accurate
Audit Record 21	21021	Y	Y	Y	Y	accurate
Audit Record 22	21022	Y	Y	Y	Y	accurate
Audit Record 23	21023	Y	Y	Y	Y	accurate
Audit Record 24	21024	Y	Y	Y	Y	accurate
Audit Record 25	21025	Y	Y	Y	Y	accurate
Audit Record 26	21026	Y	Y	Y	Y	accurate

## 2021 LPR Audit

Audit Record 27	yes	yes	yes	yes	yes	accurate
Audit Record 28	yes	yes	yes	yes	yes	accurate
Audit Record 29	yes	yes	yes	yes	yes	accurate
Audit Record 30	yes	yes	yes	yes	yes	accurate
Audit Record 31	yes	yes	yes	yes	yes	accurate
Audit Record 32	yes	yes	yes	yes	yes	accurate
Audit Record 33	yes	yes	yes	yes	yes	accurate
Audit Record 34	yes	yes	yes	yes	yes	accurate
Audit Record 35	yes	yes	yes	yes	yes	accurate
Audit Record 36	yes	yes	yes	yes	yes	accurate
Audit Record 37	yes	yes	yes	yes	yes	accurate
Audit Record 38	yes	yes	yes	yes	yes	accurate
Audit Record 39	yes	yes	yes	yes	yes	accurate
Audit Record 40	yes	yes	yes	yes	yes	accurate
Audit Record 41	yes	yes	yes	yes	yes	accurate
Audit Record 42	yes	yes	yes	yes	yes	accurate
Audit Record 43	yes	yes	yes	yes	yes	accurate
Audit Record 44	yes	yes	yes	yes	yes	accurate
Audit Record 45	yes	yes	yes	yes	yes	accurate
Audit Record 46	yes	yes	yes	yes	yes	accurate
Audit Record 47	yes	yes	yes	yes	yes	accurate
Audit Record 48	yes	yes	yes	yes	yes	accurate
Audit Record 49	yes	yes	yes	yes	yes	accurate
Audit Record 50	yes	yes	yes	yes	yes	accurate
Audit Record 51	yes	yes	yes	yes	yes	accurate
Audit Record 52	yes	yes	yes	yes	yes	accurate
Audit Record 53	yes	yes	yes	yes	yes	accurate
Submitting Agency: Howard County Police Department			Reviewing Agency: Howard County Police Department			
Scope of Audit: January 2021 - December 2021			Reviewed By: D/SGT David Chesno			
Prepared by: D/CPL William Hurtt			Date Reviewed: February 3, 2022			
Date Prepared: February 3, 2022						





# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Ocean City Police Department  
Office of the Chief of Police  
6501 Coastal Highway  
Ocean City, Maryland 21842  
Telephone: 410-723-5318  
FAX: 410-723-4010

February 3, 2022

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

FROM: Ross Buzzuro, Chief of Police, Ocean City, Maryland

SUBJECT: License Plate Reader (LPR) Program information per Public Safety Article 3-509

**MAYOR**  
RICHARD W. MEEHAN

**CITY COUNCIL**

MATTHEW M. JAMES  
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MARK L. PADDACK

**CITY MANAGER**  
TERENCE J. MCGEAN, PE

**CITY CLERK**  
DIANA L. CHAVIS, CMC

**Maryland House Judiciary Committee:**  
The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**  
The Honorable William C. Smith – Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**  
The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding captured License Plate Reader (LPR) data for 2021:

1. The total number of automatic license plate reader units being operated by the Ocean City Police Department.  
**Fixed Sites: 12**  
**Route 50 – 4 Cameras**  
**Route 90 – 2 Cameras**  
**140th Street- 6 Cameras**
2. The number of automatic license plate readings made by the Ocean City Police Department.  
**Fixed Sites – 21,196,048**
3. The number of automatic license plate reader readings being retained on the automatic license plate reader database. **Reads are retained for a 60-day period to ensure the data is successfully transmitted to the Maryland Coordination and Analysis Center, then deleted.**
4. The number of requests made to the Ocean City Police Department. **One hundred thirty-two (132)**
5. The number of requests that resulted in a release of information. **Seventy-two (72)**
6. The number of out of state requests. **Two (2)**
7. The number of federal requests. **Two (2)**
8. The number of out of state requests resulting in a release of information. **Two (2)**
9. The number of federal requests that resulted in a release of information. **One (1)**
10. Any data breaches or unauthorized uses of the automatic license plate reader database. **No**
11. A list of audits completed by the Ocean City Police Department. **See attached.**
12. Any law enforcement agency using an automatic license plate reader system shall adopt procedures relating to the operation and use of the system. **The Ocean City Police Department developed and implemented Standard Operating Procedure OPS-012 outlining departmental procedure for operation and use of L.P.R. systems.**
  - i. Which personnel in the law enforcement agency are authorized to query captured plate data gathered by an automatic license plate reader system. **There are only four (4) Ocean City Police employees authorized to query L.P.R. data.**

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


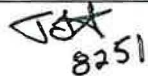
**Procedures and safeguards to ensure that staff with access to the automatic license plate reader database are adequately screened and trained. The four (4) authorized personnel all have background clearances.**

For additional information, please contact the Ocean City Police Department License Plate Reader Administrator DFC Edward Newcomb at 410-723-6610 or at [enewcomb@oceancitymd.gov](mailto:enewcomb@oceancitymd.gov).



Ross Buzzuro  
Chief of Police  
Ocean City Police Department



Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	Standard Operating Procedure OPS-012
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	All License Plate Reader users must receive training prior to being given access to the viewer software
3	Does the agency maintain training records for each user?	Yes	
4	Is the training curriculum maintained?	Yes	
5	Are the training records reviewed for relevance and effectiveness?	Yes	
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	Yes	
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	See attached request form
Agency:	Ocean City Police Department	Scope of Audit:	Compliance with SB 699
Completed By:	DFC Edward Newcomb 8241 	Date Completed:	02/03/2022
Reviewed By:	A/Lt. Todd Speigle 8251 	Date Completed:	02/07/2022





Ocean City Police Department

2021 LPR Data Audit



Record #	Question #1	Question #2	Question #3	Question #4	Question #5	Question #6	Question #7	Question #8
	Date/Time of Request	Purpose of Request	Report/Incident Number	Requester Agency	Requester Name	License Plate or Data for query	Results	Notes
1	1/12/2021	Mixing Person	2021-000097	OCPD	Karsnitz	DE 304651	Unable to locate	looking for vehicle that missing person was possible in.
2	01/25/2021 @ 1250	Drugs Investigation	2021-000	OCPD	Eastman	MN EAC818, unknown named CDS distribution suspect in rental car	Unable to locate	Sent results to DFC Eastman via email, only has confidential case number 4 as of now
3	02/10/2021 @ 0910	Vehicle Theft	2021-000167	OCPD	Goggins/Newcomb	Ran R150 wb attempt to locate vehicle leaving town based on description, unknown VA tag	Unable to locate	Unknown VA tag (rental car) that was taken approx 2100 hours
4	02/10/2021 @ 0915	Vehicle Theft	2021-000167	OCPD	Goggins/Newcomb	Ran R190 wb attempt to locate vehicle leaving town based on description, unknown VA tag	Unable to locate	Unknown VA tag (rental car) that was taken approx 2100 hours
5	02/11/2021 @ 1130	Vehicle Theft	2102120075	OCPD	Karsnitz	Ran R150 EB attempt to locate vehicle- White Ford Explorer	Unable to locate	Stolen vehicle from Baltimore County car dealership, GPS showed vehicle in OC for 30 min
6	02/12/2021 @ 1130	Vehicle Theft	2102120075	OCPD	Karsnitz	Ran dealer tag	Unable to locate	Possible tag associated with above entry
7	02/12/2021 @ 1130	Vehicle Theft	2102120075	OCPD	Karsnitz	Ran dealer tag variations	Unable to locate	Possible tag associated with above entry
8	02/16/2021 @ 1040	Attempted Murder	21-00013373	Worcester CET	Converse	MD 4EE7547- Search from 2/15/21- current for OC	Unable to locate	no matches
9	02/16/2021 @ 1445	CDS Tip	2102160073	OCPD	Johns	DE 990646	Located	forwarded info to D/Sgt. Jeff Johns
10	02/22/2021 @ 1035	CDS	Confid 2021-016	OCPD	Hall	6CW8476- need history from 2/15-2/19	Located	Natix attempting to figure out pattern so they can install Tracker on vehicle
11	02/26/2021 @ 1202	Officer Safety	2103100-0075	OCPD	Newcomb	F9985N- Utah	Unable to locate	ESIC flyer 2021-0002- reference Officer Safety subject with Salisbury address
12	03/10/2021 @ 1320	CDS Tip	2102160073	OCPD	Johns	DE 990646-requested updated history from 2/16-current	Located	forwarded info to D/Sgt. Jeff Johns
13	03/10/2021 @ 1333	CDS	210310-0064	OCPD	Johns	MD BELD465- history from Feb 24th- current	Located	forwarded info to D/Sgt. Jeff Johns
14	03/10/2021 @ 1707	Missing Person	2021-000361	OCPD	Johns	Missing/Wanted Person MD 2CF3302	Located	forwarded info to D/Sgt. Jeff Johns, next morning ran through MCAC subject still missing.
15	03/11/2021 @ 1357	Stolen Vehicle	2103110078	OCPD	Newcomb	Stolen Vehicle, original tag given by MSP was 494908, but correct tag is NFX953 IN	Unable to locate	ran three separate ways, 494908, N494908 and NFX953. Unable to locate
16	03/11/2021 @ 1450	Stolen Vehicle	2103110078	OCPD	Newcomb	same as above, saw vehicle enter via city watch re-ran	Located	NFX953 worked N was not being read
17	03/11/2021 @ 1719	CDS	2103110101	OCPD	Murray	CDS tip, search 906451, also tried to run variations of that tag	Located	Sent results to Murray but he knew that vehicle would have left town.
18	03/15/2021 @ 1430	Theft	2021-000295	OCPD	Perry	Theft suspect, MCAC provided 1 result, I searched variations to find another entry that was misread	Located	Ran several variations, 1C193, 76% then did time search and found vehicle which was 1CK not 1CY
19	03/24/2021 @ 1655	Check on welfare	211024-0061	OCPD	Goggins	1FAB27- March 1st- current. Roommates reporting they haven't heard from him.	Located	Sent to PFC Goggins
20	04/10/2021 @ 1538	Shooting suspect	211000350	Worcester Sheriffs	Townsend	MD 7DP2893, shooting suspect vehicle. Ran April 2 to current, no recent reads	Unable to locate	Relayed information to Dep. Townsend and added vehicle to local hotlist.
21	04/13/2021 @ 1545	Suicidal Person	2104-130077	OCPD	Peterson	MD 8F7978, call from Ocean View PD about suicidal subject whose phone was pinging in west OC.	Unable to locate	
22	04/19/2021 @ 1305	Missing Person	210000378	Worcester Sheriffs	Newcomb	MD 6026675, search from April 1-current, no reads	Unable to locate	
23	5/5/2021 @ 1440	Burglary	2021-000974	OCPD	Bird	Burglary suspect, MD 68A3397; hto 121326 (4/27-5/5)	Unable to locate	ran several variations with % sign.
24	5/8/2021 @ 1247	Burglary	2021-000974	OCPD	Bird	Burglary suspect, MD 1DNG716 (4/27-5/5)	Located	Located vehicle and possible stolen item in bed of pickup truck on lor camera photo
25	5/8/2021 @ 1340	Rape	2021-000986	OCPD	Whitmer	Rape Suspect, VA-URK5611, 04/01/2021-05/06/21	Unable to locate	
26	5/14/2021 @ 1530	Missing Person	2021-001104	OCPD	Bird	MD 2DTV90, May 10, 2021-current	Located	Forwarded to Doug Birde and Jenkins
27	5/15/2021 @ 1709	Missing Person	210515-0182	OCPD	Deglovanni	VA- VMP7715,	Located	Forwarded to M. McHugh and Lt. Deglovanni
28	5/18/2021 @ 1015	Prostitution		OCPD	Yeager	DE- 990646	Located	Relayed information to Sgt. Yeager.
29	5/23/2021 @ 1640	Handgun violation	2021-001225	OCPD	Johns	MD: BEJ7797, Handgun violation, one fled vehicle, later arrested. Linked to shootings in St. Mary's County	Located	Forwarded info to arresting officer (Ramirez). Reads were missing one character. Ran 6-8 times to find correct vehicle. Tag was found was BEJ797 (Correct tag: BEJ797). Search conducted by 8259
30	5/23/2021 @ 0833	Stolen Vehicle	2021-001373	OCPD	Fleming	Vehicle reported stolen, just occurred - DE-44431.	Located	Forwarded to Fleming and Hawkins.
31	5/23/2021 @ 1214	Assault/Wanted	2021-001379	OCPD	Wawrsentak	Advised they did MCAC request for tag MD 3EL5887 but they got no results, but knew the veh was here.	Located	I ran 3EL5 and was able to locate the vehicle but was misread 3EL887- Ran May 20-current
32	5/24/2021 @ 1300	Wanted Person	218E-NK-3041516	FBI	Perry	Wanted Person- PA LGY3527	Located	Forwarded to Perry then to FBI
33	5/25/2021 @ 1026	Assault/Wanted	2021-001379	OCPD	Newcomb	MD 3EL5887 was having misreads- ran 3EL5; N5887 and N487; located tag as 3BL instead of 3EL	Located	Ran from 5/24/2021-current and then narrowed down time to lower results. A lot of misreads on this.
34	5/25/2021 @ 1413	Wanted Person	210529-0303	MSP- MSAT	J. Smith	Wanted Person Escape and Robbery- MD T0317291. Also ran N6317291	Unable to locate	Believed suspect if was working in OC
35	5/28/2021 @ 1725	CDS tip	2021-029	OCPD	Murray	CDS tip for person that had numerous vehicles registered to them, ran MD 4EG2870, 4EF8680; 3CL7867; 6411SC4	Unable to locate	ran four searches from May 1 to current, ran them at 1725 hours and 1731 hours.
36	05/30/2021 @ 1405	Wanted Person	2021-251	OCPD	Johns	Wanted Person Escape and Robbery- MD T0317291. Also ran T03173	Located	Ran four time to locate reads. Suspects girlfriend is working in OC and target believed to be w/ her
37	06/01/2021 @ 0830	Robbery	2021-001651	OCPD	Zurla	Robbery- MD 5DM1352, found vehicle	Located	forwarded info to Zurla
38	06/01/2021 @ 0840	Rape	2021-001659	OCPD	Perry	CA 5GNB512 and CA 3CUK906, no reads	Unable to locate	
39	06/01/2021 @ 1435	Missing Person	210601-0144	OCPD	H. Miller	MD 6DS4478, missing elderly male, then did 6d% for 5/15/2021- current too many results, did 6d44% no matches.	Located	searched last month and found two entries nothing recent, relayed info to H. Miller.
40	06/08/2021 @ 1424	Stolen Vehicle	21-001337 (Wico Co.)	Wicomico County	Newcomb	Stolen vehicle from Wico County, MD 8AP3177; also searched N3177 to make sure vehicle didn't exit town	Located	
41	06/10/2021 @ 1303	Theft	2021-002126	OCPD	C. Wrench	Theft, searched 140th st Cameras, using time from from citywatch 6/8 @ 0500-0530 NB and then 0440-0510 sb	Unable to locate	Couldn't find match, assuming there was no read on suspect vehicle, we could see it leaving city watch.
42	06/11/2021 @ 1708	Vehicle Pursuit	2021-002273	OCPD	Schob	MD 1D52958, fled from Officer Schob he was trying to see if he left OC or stayed in town	Unable to locate	
43	06/11/2021 @ 1550	Stolen Vehicle	21-001337 (Wico Co.)	MSP SOG - E	Johns	Stolen vehicle from Wicomico. MSP SOG-E got info vehicle was headed to OC. Ran 3 ways to see if vehicle entered	Located	Last record of vehicle entering OC was June 7th 2021.
44	06/12/2021 @ 1248	Theft	2021-002356	OCPD	Murray	Wanted, suspect vehicle fled scene, MD 1E19740	Located	Sent results to Thompson, vehicle didn't leave town after incident, added to local hotlist also
45	06/13/2021 @ 0906	Shooting suspect	2021-002467	OCPD	Newcomb	Shooting that just occurred, looking for suspect vehicle leaving town, searched 0230-0300 hours	Unable to locate	
46	06/15/2021 @ 1109	Shooting suspect	2021-002467	OCPD	Karsnitz	Attempt to locate suspect vehicle, MD temp T0455950	Unable to locate	Also sent request to MCAC for statewide reads for June 11-13th, no reads
47	6/16/2021 @ 1416	MV Theft	210616-0225	OCPD	Zurla	Vehicle reported stolen, just occurred - PA 1MG4063.	Located	Located vehicle entering vehicle just prior to theft.
48	06/17/2021 @ 2107	Wanted Person		OCPD	M. Kelly	Wanted subject (US Marshals) in vehicle that fled from Officers, North Carolina HHW7125	Located	Vehicle only showed one read EB into OC
49	06/17/2021 @ 2114	Wanted Person		OCPD	M. Kelly	Wanted subject (US Marshals) in vehicle that fled from Officers, North Carolina HHW7125	Located	Ran same vehicle and this time had read of vehicle leaving WB.
50	06/19/2021 @ 1845	Wanted Person	210619-0510	OCPD	Johns	DE: XF20337, Wanted subject (WVCSO). Subject is also harassing ex-girlfriend	Unable to locate	Ran two separate ways: XF206 and N3397. No hits
51	06/22/2021 @ 0327	Rape	2021-003067	OCPD	Runkles	Rape that just occurred, victim gave partial tag "LD827", I ran LD827%; N627% N4N 06/22/201 from Midnight to current	Unable to locate	Time frame 0230-current all exits
52	06/22/2021 @ 0339	Rape	2021-003067	OCPD	Runkles	Time frame 06/19/2021 0230-current all exits to see all vehicles,	Unable to locate	
53	06/22/2021 @ 0348	Rape	2021-003067	OCPD	Runkles	6/19/2021-current, ran LD827% and then N627% which had over 1000 reads	Unable to locate	
54	06/23/2021 @ 0415	Rape	2021-003067	OCPD	Runkles	Ran given tag off of social media for suspect, MD 1088270	Located	sent results to Lt. Runkles and DFC Karsnitz
55	6/23/2021 @ 0929	Theft	210623-0127	MSP	Newcomb	Time frame search looking for Toyota Sienna that was seen on city watch, 6/22/21 @ 00th hrs (Raf bulletin 18 2021-06-22)	Located	Searched June 22nd 0003-0008 hours for all vehicles wb on rt 50. Result 6C28777 but LPR read 6C2777
56	6/23/2021 @ 0931	Theft	210623-0127	MSP	Newcomb	Ran MD 6C2777 (1 result) and 6C28777 (no results) for 6/21 to current, tried 6C2777 6/01/2021 to current (4 reads)	Located	forwarded info to Trooper Shubert
57	6/24/2021 @ 0925	Missing Person	210623-0403	OCPD/DC Metro	Newcomb	DC FR6807, ran 6/23 to current	Located	relayed info to Officer Logan DC Metro
58	6/25/2021 @ 0920	Theft	2021-003181	OCPD	Goggins/Wieber	Burglary, possible suspect vehicle partial tag last four 6213. Black Acura 6/24-current found KMW6213	Located	then ran KMW6213, located vehicle and able to view city watch and locate suspects
59	6/25/2021 @ 1057	Arson/Shooting	2021-003179	DSP/OCPD	Speigel	7E1411 MD- Asslet DSP with arson, 6/01/2021-current. Tried N4111, then 76%, then N4111 from 6/23/2021-current	Located	misread, tried EJ411, N4EJ411, then 6/25-current for N412, then 0215-0245, 'william.saylor@delaware.gov'
60	6/29/2021 @ 1015	Death Investigation	2021-003392	OCPD	Perry	PA LH26849 victim of death, searched 6/20/21-current; no results then N6849; LH24 from 6/26/2021-current	Unable to locate	
61	6/29/2021 @ 1140	Poss. Stolen Vehicle	2106290128	OCPD	Schwartz	PA DHP8678, no results then found out correct tag was DJP8675	Located	one entry on vehicle when it entered OC no other results.
62	06/29/2021 @ 1420	Felony 10-99 Invest	2021-003234	OCPD	Johnson	PA LHM3618, felony 10-99 frequently operating this vehicle	Located	Several hits in last 30 days. Frequents OC. Added tag to hotlist based on frequency.
63	7/1/2021 @ 1230	Felony 10-99 Invest		OCPD	Newcomb	PA 1TF4475- 6/21/21-current	Located	
64	07/03/21 @ 1500	Rape Investigation	2021-006251	OCPD	Johns	8EE6058 & 3EL4111. Ran each tag three different ways. No results. Owner of vehicles 10-99 for rape, expected to be in OC	Unable to locate	
65	07/07/21 @ 0815	CDS	21-001120	MSP/CET	Widdowson	MD 90G9991, 6-01-21 to current- search for cds investigation	Located	forwarded info
66	07/07/21 @ 1242	Theft	21-MSP-026908	MSP Gang Unit	Perta via K. Murray	MD 8AP3177, GMC truck, searched May 1-current	Located	forwarded info to K. Murray
67	07/08/21 @ 1248	Human Trafficking		OCPD	Hoban/Murray	7EN5524, 10560C, 9CD6500, June 1-current	Unable to locate	no reads
68	07/08/21 @ 1252	Theft	2021-003846	OCPD	Jenkins	0358- 0402 hrs ,then 0330-0430 rt 50 wb	Unable to locate	ran 3 times, forgot to click date on first two
69	7/9/2021 @ 1135	Theft	2021-003846	OCPD	Newcomb/Stoner	Victim vehicle, KB59291	Located	
70	7/9/2021 @ 1333	Theft	2021-003816	OCPD	Newcomb/Stoner	Catalytic Converter MD 6C20727, searched July 1-current	Located	
71	7/9/2021 @ 1850	Hit and Run	2021-003862	OCPD	Nieto	Ran WB 50 from 11:35pm-11:56pm looking for suspect vehicle in hit and run vs pedestrian	Located	Forwarded all information to PFC Nieto
72	07/15/2021 @ 1408	Shooting suspect	2021-0022505 (SPD)	MSP MSAT/SPD	Smyder/Bur	MD 3EH4171, black ford flex reference to shooting in 38Y, thought suspect was working in OC	Unable to locate	no reads added tag to local hotlist





Report #	Question #1 Date/Time of Request	Question #2 Purpose of Request	Question #3 Report/Incident Number	Question #4 Requester Agency	Question #5 Requester Name	Question #6 License Plate or Data for query	Question #7 Results	Question #8 Notes
73	07/17/2021 @ 1550	Stolen tag / Fleeing	2021-004197	OCPD	Johns	Ran partial tag numerous times. At first, only had partial tag, had to run various ways. Determined correct tag, no reads.	Unable to locate	car filed from us twice, Determined suspect stole a tag at Fenwick Inn. Confirmed vehicle left OC via Rt 50 (city watch), LPR did not capture this tag
74	7/20/2021 @ 1320	Attempted Murder	CBI 21-0052	MSP	A. Howard	MD BEG2944, ran for todays date, also ran N2144 and BEGN, Neg23N	Unable to locate	
75	7/20/2021 @ 1613	Attempted Murder	CBI 21-0052	MSP/MSAT	J. Smith	MD BEG2944 from July 1 to current	Located	forwarded information to MSP Sgt. Jason Smith- added tag to local hotlist
76	07/27/2021 @ 0752	Wanted Person	2107720125	OCPD	Newcomb	DE 332075 July 8-July 31st, DIAC bulletin 5-4-2021, Newark PD	Unable to locate	DIAC bulletin
77	07/27/2021 @ 1050	Firearms	769015-21-0032	ATF	D. Sheridan	NI-253GT1H; ran search from July 1- current. Also ran NGLTH	Unable to locate	No reads
78	07/27/2021 @ 1445	Attempted Murder	CBI - 21-0052	CBI	V. Martin	MD BEG2944. Ran 4 ways to find vehicle entering and exiting Ocean City	Located	
79	07/27/2021 @ 1500	Robbery	2021-004418	OCPD	Perry	VA UR26472, 07/20/2021-current	Unable to locate	
80	7/23/2021 @	Robbery	2021-004418	OCPD	Perry	MD: GE58161, ran 3 ways for past month / DE Temp: KP 925881, ran two ways for past month / both vehicles assoc. w/ 10-99	Unable to locate	
81	07/25/2021 @ 1300	Wanted person	2021-001226	OCPD	Johns	MD: 4E11043, ran that and N1043 and 4E2N and 4E2N43	Unable to locate	No reads, added MD: 6E59161 to local hotlist for one month
82	7/30/2021 @ 0854	Firearms trafficking	21-001666	Wilcomco County	Det. Matt Clark	MD 4E11043, ran that and N1043 and 4E2N and 4E2N43	Unable to locate	No reads
83	7/30/2021 @ 1405	Theft	2021-003816	OCPD	Sgt. Spelgle	Time search for suspect	Located	Forwarded to Spelgle
84	7/30/2021 @ 1433	Theft	2021-003816	OCPD	Sgt. Spelgle	8/23/2021-current for tag 1DA7227. Ran again for just July 5-7, 2021	Located	Forwarded info to Spelgle
85	7/31/2021 @ 1178	Wanted person	2021-001226	OCPD	Johns	MD: 4E11043. Ran two ways (N3832) and located vehicle on 2nd attempt. 10-99 occupying this vehicle	Located	
86	8/5/2021 @ 1499	Stolen Vehicle	2108050174	OCPD	Murray	Stolen Vehicle, MD PP01279. Ran tag from 8/4-current and 8/1 current and then ran N1279 from 8/4-current.	Unable to locate	Stolen vehicle called in by MSP Berlin, said that cell phone in vehicle was pinging here
87	08/06/2021 @ 1350	Wanted person/CDS		OCPD	Johns	Local 10-99 frequents vehicle, Reg. owner known CDS distributor	Located	Ran once, 12 reads in past 30 days. Added vehicle to local hotlist
88	8/9/2021 @ 1130	Wanted person	2108090178	OCPO	Johnson	MD 2E09995; Ran from July 28- current	Located	Keith Lafayette Gray 8/29/90- forwarded info and added to local hotlist
89	8/9/2021 @ 0112	Hit and Run PI	2021-005038	OCPO	Runklas	Hit and Run with serious injuries that just occurred, time frame search from 0050 hours - 0114 hours	Located	Located suspect vehicle and forwarded it to Runklas/Lapinski. Victim was struck on bicycle and had no tag originally.
90	8/10/2021 @ 0835	Missing Person	2108100146	OCPO	Zurita	PA ZOP6089, 8/5/2021-current, zdp% and N4089. Missing Person from PA that was supposedly in Ocean City	Unable to locate	
91	8/10/2021 @ 1311	Missing Person	2108100146	OCPO	Zurita	PA LCN4982, 8/5/2021-current-Search with updated tag	Located	Forwarded info to PFC Zurita
92	08/17/2021 @ 1430	Stolen vehicle	2021-005266	OCPO	Bird	MA: 57J440, searched numerous ways. 1st was given wrong tag (MA-511401. ran several ways, No reads on both	Unable to locate	
93	08/23/2021 @ 1333	Hit and Run	21-0817-0301	OCPO	Pacini	Time search for suspect 8/17/2021, 2222-2225 hours	Located	Found suspect vehicle based off of time and photo from city watch
94	08/25/2021 @ 0835	Hit and Run	21-0824-0302	OCPO	Pacini	Time search for suspect in hit and run, 8/25/2021 0002-0004 hours, then did till 0005 hrs looking for dark Chev Silverado	Unable to locate	No read for suspect vehicle, I ran see vehicles before and after it based on watching city watch cameras
95	08/29/2021 @ 2224	Vehicle Theft	2021-005557	OCPO	Runkles	Reported stolen vehicle, searched 8/21-current, MD 5E21372, N1372, 5E2N, 5E2N7	Unable to locate	No reads, ran several variations. Victim reported vehicle stolen, later located in GC
96	9/1/2021 @ 1430	Wanted Person	2021-004633	OCPO	Eastman	MD 042185C, searched 9/1/21-current. Wanted person and CDS investigation	Located	forwarded to DFC Eastman
97	9/14/2021 @ 0923	Agg. Assault		OCPO	Whitmer	VA temp X59253, searched 6/14-current, then searched X59253, no results- searched again from April 14-June 14	Unable to locate	No results- Whitmer got call from MD MTA PD Det. Hardy
98	9/20/2021 @ 0905	Missing Person	2021-005994	OCPO	Schob	MD 1E84583, searched 9/18/21-current, then 9/10 to current, then N4583, then 2e453, 1E583	Unable to locate	
99	09/20/2021 @ 0936	Missing Person	2021-005994	OCPO	Perry	2EM9405 9/18-current, then ran 2EM94N 9/18 current then 9/10-current, then 2em% 9/17-current	Located	Reference to missing person/death investigation
100	9/21/2021 @ 1144	Missing Person	2021-005994	OCPO	Spelgle	4E5E752 9/17/21-current, then 4E6752, then 4X52, then 4ex752 which is what it was reading tags as and 4ex52	Located	Involved Others vehicle, missing person /death investigation
101	9/21/2021 @ 1400	Missing Person	2021-005994	OCPO	C. Wrensch	Attempt to locate involved party, driving black Chevy IHR, DE tags, rt 90 9/19/2021 2052-2054 hours	Unable to locate	
102	09/21/2021 @ 0017	Veh. That fled	2109250007	OCPO	Miller	Motorcycle that fled from numerous officers.	Unable to locate	
103	9/27/2021 @ 1432	CDS		OCPO	Kirkland	Title III Case, DE PC193191, searched 8/27-9/27.	Unable to locate	
104	9/28/2021 @ 0907	Vehicle Crash	2021-000934	OCPO	Goggins	RAIN43 05/7/21-05/08/21 (no results), tried Rain% 5/1-5/3	Unable to locate	
105	10/1/2021 @ 1311	CDS death invest	2021-006143	OCPO	Perry	MD 3DC9944, Sept 13-current	Located	
106	10/11/2021 @ 0940	Comm. Burglary	2021-006397	OCPO	C. Wrensch	DE 397967 (also searched 39N67)and 42076CF (searched 42076N, 42N76N), Searched 10/9 @ 2200 hrs to 10/10 @ 0800; searched at 1000 hours for 42N76N - 10/9/2021 at 0800 to 10/10/21 at 1700 hours	Located	Located 42076CF, both were misreads- I read the tag as 42078CE, 420076F
107	10/11/2021 @ 1048	Comm. Burglary	2021-006397	OCPO	C. Wrensch	Searched 10/10 for 58 at 0230-0250 and NB from 0250-0305	Located	Forwarded it.
108	10/11/2021 @ 1307	CDS	2021-003748	OCPO	Eastman	Searched MD 6EPA665, searched 10/10-current and then 10/1/2021-current	Unable to locate	No reads
109	10/11/2021 @ 1320	CDS	2021-000823	OCPO	Gemerek	MD 1EA3744, Sept 1-Oct 11- then searched 1N3744, then did 9/21-current	Located	
110	10/11/2021 @ 1640	CDS	2021-003748	OCPO	Eastman/Johns	10 minute time period search for black Audi-related to wanted person from drug distribution	Located	
111	10/17/2021 @ 1252	Stolen Vehicle	2021-006452	OCPO	Forsyth	DE 288489- 10/7/2021-current	Located	
112	11/01/2021 @ 1433	CDS	21-000823	CET	Gemerek	MD 5E5842 (Oct 1-Nov 1)	Unable to locate	
113	11/01/2021 @ 1435	CDS	21-000823	CET	Gemerek	MD 742310 (Oct 1-Nov 1), also ran it at 7431% and 743N	Located	
114	11/01/2021 @ 1439	CDS	21-000823	CET	Gemerek	MD 832461 (Oct 1-Nov 1)	Unable to locate	
115	11/03/2021 @ 0943	Wanted Person	211103-0029	OCPO	Johnson	MD 5E5E39, searched Oct 3, 2021-current	Located	
116	11/04/2021 @ 1115	CDS		OCPO	Hall	MD 8C21023	Located	forwarded to DFC Hall.
117	11/06/2021 @ 1606	Hit and Run	2021-006604	OCPO	Laughlin	MD 2E3706, 7N3706, 7N37N, searched 11/5/21-current	Unable to locate	
118	11/10/2021 @ 1356	Wanted Person	21-0001211	Worcester County	M. Newcomb	attempt to locate wanted subject, ran 9DF9013 from 9/10/21-current, no reads, then ran 9W9013 and located vehicle	Located	forwarded to Deputy M. Newcomb
119	11/17/2021 @ 1402	Theft	2111120065	OCPO/MSP	Newcomb	Theft from Home Depot, partial tag PA LTP4764. Searched LTP% and N4764, then hit	Unable to locate	
120	11/16/2021 @ 1440	Theft	2021-006645	OCPO	Stamm	Theft of Refrigerator	Located	
121	11/19/2021 @ 1041	CDS / 10-99 Invest	None	OCPO	Hall	owner has warrant for loaded handgun in vehicle. Ran MD tag: 6023282 and located multiple hits.	Located	
122	11/23/2021 @ 0845	Theft	2021-007610	OCPO	Blackford	Theft of trash cans- looking for Black F-250, was observed on city watch leaving town at 2004 hours on 11/20/2021	Located	Using historical data to establish pattern in attempt to locate in real time
123	12/01/2021 @ 1300	CDS	None	OCPO	Schwartz	Drug Use/Investigation. Ran tag (DE: PC434920). Several hits	Located	Searched 8:00-8:10 pm, W/8 50, found partial tag of (TV)X3[00], then ran N4341 from 12pm-8:10pm, then from 11/19/21-current, then search 11/10- 11/19
124	12/02/2021 @ 1246	Suicidal Person	2112020053	OCPO	Arlington	MD 4E7954, ran from 12/1-current; then tried 4E1N and N7904, no reads	Unable to locate	
125	12/02/2021 @ 1410	CDS	21-0001255	OCPO	Kirkland	DE PC286052, 30 day search	Located	sent results to Kirkland
126	12/7/2021 @ 1030	Missing Person	2112070042	OCPO	Durnack	DE 324244, searched 12/7 at 0000-current and then 12/6-current	Located	sent results to Durnack
127	12/7/2021 @ 1500	Stolen Vehicle	2112070070	OCPO	Schob	DE 1278/21-current, no reads, then did 13/1 to current, no reads, then ran pc25% from 12/9-current	Unable to locate	NO reads CFS are 2112040071 and 2112070070
128	12/9/2021 @ 1415	Thefts	04-21-89457	OCPO	Kirkland	Theft from auto suspects, MD 7EK1112 and 40W5389, Dec 1 to current, then did 4dw% then 7ek1%	Unable to locate	DSP was handling reports, requested by OCPO Kirkland
129	12/15/2021 @ 0905	Wanted Person	2112130034	OCPO	Newcomb	DE 965430, suspects from attempted murder from Seaford PD, searched from Dec 1-current	Unable to locate	From DIAC Bulletin
130	12/15/2021 @	Burglary	2021-006246	OCPO	Perry	tried to see if there were any reads for Attempted b&e from 9/29/21, no results, too far back	Unable to locate	
131	12/14/2021 @ 1100	Wanted	2112130034	OCPO	Johns	DE 965430, attempted murder suspect. Vehicle alerted based on hot list entry as entering town. Did historic again	Located	From DSP DIAC Bulletin
132	12/22/2021 @ 1230	Wanted person	2021-006871	OCPO	Johns	MD: 4CS6457, domestic violence suspect, active warrant. Ran tag three ways. No hits	Unable to locate	

Certifying Official: DFC Edward Newcomb #8241

Date: 02/03/2022

Signature:

*[Handwritten Signature]* 8241





**Subject:** Automated License Plate Recognition

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**I. Purpose:**

The purpose of this policy is to provide employees with guidelines on the proper use of automated license plate recognition (A.L.P.R.) systems.

**II. Definitions:**

- A. **A.L.P.R.** Automated License Plate Recognition.
- B. **Read:** Digital images of license plates and vehicles and associated metadata (date, time, and geographic coordinates associated with the vehicle image capture) that are captured by the A.L.P.R. system database.
- C. **Alert:** A visual and/or auditory notice that is triggered when the A.L.P.R. system receives a potential "hit" on a license plate.
- D. **Hit:** A read matched to a plate that has previously been registered on an agency's "hot list" of vehicle plates related to stolen vehicles, wanted vehicles, or other factors supporting investigation, or which has been manually registered by a operator for further investigation. A hit is not conclusive confirmation of a match.
- E. **Hot list:** A database of license plate numbers of stolen cars, vehicles owned by persons of interest, and vehicles associated with AMBER Alerts that are regularly added to "hot lists" circulated among law enforcement agencies. Hot list information can come from a variety of sources, including stolen vehicle information from the National Insurance Crime Bureau and the National Crime Information Center (NCIC), AMBER Alerts, Department of Homeland Security watch lists, Maryland Motor Vehicle Administration lists, as well as Departmental lists. These lists serve an officer safety function as well as an investigatory purpose. In addition to agency supported hot lists, operators may also manually add information to hot lists in order to be alerted if and when a vehicle license plate of interest is "read" by the A.L.P.R. system.
- F. **A.L.P.R. System:** A.L.P.R. cameras and/or computers and software that are affixed, either permanently or temporarily to a law enforcement vehicle or to a fixed object.
- G. **Active A.L.P.R. Data:** Information provided to an A.L.P.R. operator in real-time in the form of alerts that a license plate number contained in the hot list is near an A.L.P.R. unit. This includes A.L.P.R. data recorded during a patrol shift that is contained in the ALPR and has not been transferred to the historical database server.
- H. **Historical A.L.P.R. Data:** A database containing the dates, times, and locations of individually identifiable motor vehicles that is stored for future use



### III. Policy:

A.L.P.R. systems are primarily used for the identification of stolen vehicles, stolen license plates, and wanted and missing persons. It is the policy of the Department that A.L.P.R. systems will be utilized only by sworn employees or by authorized administrators who are trained in the use of A.L.P.R. systems.

### IV. Procedures:

#### A. General

1. The use of A.L.P.R. systems and access to its database records is restricted and shall be used in accordance with the manufacturer's recommendations and this policy
2. No employee shall use or authorize the use of A.L.P.R. database records for reasons that are not legitimate law enforcement purposes. Misuse of this equipment and associated databases, or data, may result in disciplinary action.
3. A.L.P.R. systems and A.L.P.R. database records and any associated media are the property of the Department and are intended for law enforcement purposes.

#### B. Administration

1. The Department shall designate an employee(s) with administrative oversight for A.L.P.R. system deployment and operations who is (are) responsible for the following:
  - a. Establishing protocols for access, collection, storage, and retention of A.L.P.R. databases and associated data.
  - b. Establishing protocols to preserve and document A.L.P.R. reads and "alerts" or "hits" that are acted on in the field or associated with investigations or prosecutions.
  - c. Establishing protocols to ensure the security and integrity of data captured, stored, and/or retained by the A.L.P.R. system.
  - d. Ensuring compliance with the terms of any M.O.U. (memoranda of understanding) associated with A.L.P.R. systems.
2. Designated, trained personnel shall check equipment on a regular basis to ensure functionality and camera alignment. Equipment that falls outside expected functionality shall not be used and shall be removed from service until the A.L.P.R. system is tested and repaired if necessary.
3. A.L.P.R. systems diagnostics and repairs, hardware or software, shall be made by Department authorized sources.





C. A.L.P.R. Deployment and Use

1. At the start of each shift operators shall ensure that the A.L.P.R. system has been updated with the most current hot lists available.
2. Operators can obtain the current hot list at <https://sftp.mdot.state.md.us/> Operators shall then enter their user name and password and obtain the file.
3. Upon receiving an alert, prior to initiating a stop, the A.L.P.R. operator shall utilize whatever information is available to determine the accuracy of the hit by;
  - a. Visually verifying that the vehicle plate number matches the plate number captured by the A.L.P.R. system, including both alphanumeric characters of the license plate and the state of issuance.
  - b. Verify the current status of the information provided by the hit through the Communications Section or MCT query. Receipt of a hit is not sufficient probable cause to initiate a stop without verification. Verification of the information is essential before initiating a stop, furthering the investigation or taking any enforcement action.
4. If an operator verifies a hit as being accurate, the operator shall take appropriate action in accordance with Department policy and procedure.
5. In each case in which a hit is received, the operator should record the disposition of the hit into the A.L.P.R. system by selecting either "Accept" or "Misread"
6. Administrators and operators may manually enter information into the A.L.P.R. system database. Whenever information is manually entered into the database;
  - a. It must be for legitimate law enforcement purposes.
  - b. It is the responsibility of the person entering the information to remove the information once it no longer serves a legitimate law enforcement purpose.
7. Searches of historical A.L.P.R. data within the A.L.P.R. system database shall be conducted in accordance with established departmental policies and procedures.

D A.L.P.R. Data Sharing and Dissemination

Both active A.L.P.R. data and historical A.L.P.R. data should be considered "for official use only" and can be shared for legitimate law enforcement purposes:



1. When A.L.P.R. data is disseminated outside the Department, it should be documented in a secondary dissemination log.
2. Information sharing among agencies should be dictated in accordance with M.O.U.s or established Departmental policies.

E. Maintenance

1. A.L.P.R. operators shall not attempt to modify the A.L.P.R. system equipment or software
2. A vehicle equipped with an A.L.P.R. system shall not be driven into any automatic car wash
3. A.L.P.R. camera lenses may be cleaned in accordance with the manufacturers' recommendations
4. A.L.P.R. operators shall notify a supervisor and the A.L.P.R. Administrators via official channels of any A.L.P.R. equipment needing maintenance of repair.

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**Reference(s):** I.A.C.P. Model Policy – License Plate Readers  
M.S.P. Model Policy – License Plate Recognition Program

**Supersedes:**

**Legal Review and Approval:** 05/20/2011

**Distribution Date:** 07/27/2011 **Distribution Type:** A **Chief of Police:** *Bernadette A. DiPino*





**PRINCE GEORGE'S COUNTY POLICE DEPARTMENT  
ALPR 2020 YEARL AUDIT**



**February 1, 2022**

**TO:** House Judiciary Committee, Senate Judicial Proceedings Committee and  
Legislative Policy Committee

**FROM:** A/Maj. J. Swonger #2998, Executive Officer BOIFS

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety  
Article § 3- 509

**Maryland House Judiciary Committee:**

The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith – Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding captured License Plate Reader (LPR) data for 2019:

1. **The total number of automatic license plate reader units being operated in the state by law enforcement agencies and submitting data to the center: 119 systems (93 Mobile and 26 Fixed)**
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: 57,139,387 readings and were sent to the center.**



3. The number of automatic license plate reader readings being retained on the automatic license plate reader database: **57,139,387**
4. The number of requests made to the PGPD ALPR EOC System: **6141**
5. The number of requests that resulted in a release of information: **6141**
6. The number of out of state requests: **143**
7. The number of federal requests: **122**
8. The number of out of state requests that resulted in a release of information: **143**
9. The number of federal requests that resulted in a release of information: **122**
10. Any data breaches or unauthorized uses of the automatic license plate reader database: **NO**
11. A list of audits that were completed by the center or a law enforcement agency: **A random selection of at least 1% of all relevant request ( $8 * 0.01 = .08$ . Minimum required per MCAC Model Audit Policy is 50). 62 Records were audited.**
12. 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: **194 persons**

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 Prince Georges County Police implemented MCAC's Model Audit Policy in August 2015. The policy was disseminated to the Prince Georges County Police on October 1, 2015. The audit process is explained above in question #11. See attached supporting documentation.**

**Procedures and safeguards are in place to ensure that those with access to the automatic license plate reader database are adequately screened and trained. The Prince Georges County Police procedures and safeguards consist of the following training and standards:**

- a. **Prince Georges County Police License Plate Reader Standard Operating Procedures.**
- b. **3 Day, 24 Hour License Plate Reader Practicum training approved through the Maryland Police Training and Standards Commission. Trained Through MCAC.**

- c. All Prince Georges County Police personnel are sworn officers, officers with training in the use of the ALPR system.**

**A/Maj. J. Swonger #2998  
Executive Officer, BOIFS  
Prince Georges County Police**

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	MCAC Model Policy for LPR adopted by PGPD
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	
3	Does the agency maintain training records for each user?	Yes	
4	Is the training curriculum maintained?	Yes	MPTC Certified Operator and Train the Trainer.
5	Are the training records reviewed for relevance and effectiveness?	Yes	Yearly and following training.
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	Yes	
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	Using MCAC's Audit Policy
Agency:	Prince Georges County Police	Scope of Audit:	6141 records from 2021 request
Completed By:	Cpl. John Robeson #2386	Date Completed:	2/15/2022
Reviewed By:	A/Maj. J. Swonger #2998	Date Completed:	2/15/2022





Maryland  
Transportation  
Authority

Larry Hogan, Governor  
Boyd K. Rutherford, Lt. Governor  
James F. Ports, Jr., Chairman

Board Members:

Dontae Carroll  
William H. Cox, Jr.  
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Jeffrey S. Rosen  
John F. von Paris

William Pines, PE, Acting Executive Director

February 11, 2022

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

**FROM:** Colonel Kevin M. Anderson *KMA*  
Chief, Maryland Transportation Authority Police

**SUBJECT:** License Plate Reader (LPR) Program Annual Report

**Maryland House Judiciary Committee:**  
The Honorable Luke H. Clippinger - Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**  
The Honorable William C. Smith - Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401

**Maryland Legislative Policy Committee:**  
The Honorable Bill Ferguson, Co-Chairman  
The Honorable Adrienne A. Jones, Co-Chairman  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairman and Chairwoman,

In accordance with Maryland State Government Article 2-1246, the Maryland Transportation Authority Police (MDTAP) submits this report on its use of License Plate Readers for 2021.



MDTA Police Headquarters  
Colonel Kevin M. Anderson, Chief of Police  
4330 Broening Highway • Baltimore, MD 21222  
mdta@mdta.maryland.gov • 410.537.7777 • 711 (MD Relay) • mdta.maryland.gov • DriveEzMD.com



Currently, the MDTAP uses a deployment of LPR technology at locations throughout Maryland. This deployment consists of nine (9) fixed locations and twenty-three (23) Mobile units. The nine fixed locations have a total of 84 Cameras, and the twenty-three Mobile systems have a total of 46 Cameras, for a total of 130 Cameras in deployment. All cameras are networked to the Maryland Coordination and Analysis Center (MCAC). All reads pass through the MDTA server, and then onto MCAC.

In Calendar year 2021, the MDTAP LPR deployments yielded 262,953,903 reads from the fixed and Mobile systems. All reads were submitted to MCAC. No reads remain on the MDTA server for the past fourteen (14) days.

In 2021, the MDTAP queried the LPR database a total of 60 times. During that time information was released to Maryland law enforcement agencies on five occasions. One federal inquiry was received, and it resulted in the release of information.

In 2021, the database was not accessed without proper documentation.

At this time there have been neither known data breaches, nor any unauthorized access to the LPR database. Attached is a list of Audits conducted by the MDTA.



Maryland  
Transportation  
Authority

# Audit Report

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License Plate Reader (LPR) Compliance Audit  
Maryland Transportation Authority Police  
Review Period: January 1, 2021 through December  
31, 2021

A handwritten signature in blue ink, appearing to read 'William Pines', is written over a horizontal line.

William Pines, PE, Acting Executive Director and  
Certifying Official

Date February 10, 2022



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## Executive Summary

License Plate Reader Compliance Audit  
Period: January 1, 2021 through December 31, 2021

The Maryland Transportation Authority (MDTA) Office of Audits has completed its audit to determine if controls were functioning adequately for compliance with State law have been established over access and use of the License Plate Reader (LPR) system and captured plate data. In 2014, Maryland Legislators replaced language in Maryland Annotated Code, Sections 3-509 and 4-326 to address authorized uses of Automatic License Plate Readers and captured plate data. A requirement was added for the Maryland Coordination and Analysis Center (MCAC) to develop a model audit policy for access to and use of automatic license plate reader data. MCAC established its policy dated August 27, 2014 requiring that controls over access and use be audited and the audit results are due to the Senate Judicial Proceedings Committee, the House Judiciary Committee, and the Legislative Policy Committee, based on data from the previous year, on or before March 1 of each year beginning in 2016.

MCAC is the central server to upload and store, read and alarm LPR data from law enforcement agencies across the state of Maryland. In addition, MDTA Police retains LPR data on its server which can be accessed for 14 days before the information is purged.

Based on our review, controls were functioning adequately for compliance with State law over access and use of the License Plate Reader (LPR) system and captured plate data. The audit did not disclose any findings that warrant inclusion in the report.

## **Background Information**

### **Introduction**

License Plate Reader (LPR) systems, provide automated detection and image capture of license plate information. The LPR system consists of high-speed cameras, mounted either at a fixed location or on a mobile patrol vehicle, and a computer to convert data from electronic images of vehicle license plates into an electronically readable format, which then compares the information against specified databases of license plates. If a match is detected, an audible sound occurs, and a visual alarm shows the license plate image with the linked information. The system attaches camera identification, date, time, and location information, to include GPS coordinates to the digital image. The image is then maintained electronically in a central location.

The Maryland Coordination and Analysis Center (MCAC) operates a central server to upload and store, read and alarm LPR data from law enforcement agencies across the state of Maryland. Additionally, Maryland Transportation Authority (MDTA) Police retain LPR data on its own server for 14 days before the data is purged. After the 14 day period, information is only available from the MCAC server.

In 2014, Maryland Legislators replaced language in Maryland Annotated Code, Sections 3-509 and 4-326 to address authorized uses of Automatic License Plate Readers and captured plate data. As a result, Maryland law enforcement agencies and the MCAC implemented certain procedures and regulations. This law went into effect October 1, 2014. MCAC established a model audit policy dated August 27, 2014 requiring that controls over access and use be audited and the audit results are due to the Senate Judicial Proceedings Committee, the House Judiciary Committee, and the Legislative Policy Committee, based on data from the previous year, on or before March 1 of each year beginning in 2016.

### **Scope and Methodology**

The Office of Audits conducted an audit of LPR Compliance for the period January 1, 2021 through December 31, 2021. The objective of this audit was to determine if controls were functioning adequately for compliance with State law over access and use of the LPRs and captured plate data. Our audit procedures included inquiries of appropriate personnel and inspections of documents and records related to the controls over access and use of the LPR systems. We also performed other auditing procedures that we considered necessary to achieve our objectives. We believe that the evidence obtained provides a reasonable basis for our findings and recommendations.

MDTA management is responsible for establishing and maintaining effective internal controls. Internal control is a process designed to provide reasonable, but not absolute, assurance that objectives pertaining to the reliability of records and the effectiveness and efficiency of operations, including safeguarding of assets and compliance with applicable laws, rules and regulations, are



achieved. Because of inherent limitations in internal control, errors or fraud may nevertheless occur and not be detected.

The Office of Audits acknowledges and appreciates the courtesy and cooperation extended by MDTA Police during the audit.

**Key Statistics**

The following information on LPR use and results was provided by the MDTAP Commander Electronic Enforcement Unit.

**MDTA 2021 LPR Totals**

<b>Reads</b>					
<b>262,953,303</b>					
<b>Warrants</b>	<b>Stolen Vehicles</b>	<b>Stolen Plates</b>	<b>Traffic Arrest</b>	<b>Criminal Arrest</b>	<b>Traffic Stops</b>
<b>15</b>	<b>25</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>313</b>

**Results**

Based on our review, controls were functioning adequately for compliance with State law over access and use of the License Plate Reader (LPR) system and captured plate data. There were 60 searches of the data base of which four searches were for system testing while the remaining 56 searches were related to 15 separate requests of information for documented law enforcement purposes. The 15 separate requests resulted in 6 releases of information from the data base. The audit did not disclose any findings that warrant inclusion in the report.



# Towson University Police Department

*Integrity • Fairness • Service*

**Date:** March 1, 2022

**To:** House Judiciary Committee, Senate Judicial Proceedings Committee, & Legislative Policy Committee

**From:** Towson University Police Department

**Subject:** License Plate Reader (LPR) Program required information per Public Safety Article 3-509

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**Maryland House Judiciary Committee:**

Chair – The Honorable Luke H. Clippinger  
House Office Building, Room 101  
6 Bladen St., Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith – Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
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 Towson University Police Department is reporting the following information regarding License Plate Reader data for 2021:

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

The Towson University Police Department has a total of:  
6 Fixed LPR sites (10 individual cameras) and  
1 Mobile unit (2 individual cameras operated in a pair)

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:

In 2021, the Towson University Police Department obtained 1,929,325 license plate readings. Barring any technological issues, every reading was submitted to the Maryland Coordination and Analysis Center.

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

The Towson University Police Department submits all plate reader readings to the Maryland Coordination and Analysis Center and only maintains the past twenty four (24) hours of readings on its local automatic license plate reader database (Barring any technological issues). The number of readings in the database varies from day to day due to the fluctuating traffic patterns.

No license plate readings from the calendar year 2021 are being retained in the local Towson University Police license plate reader database.

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

Note: The Towson University Police does not accept requests from outside law enforcement agencies for automatic plate reader data.

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

Zero. (There were no requests from another agency to access the Towson University Police database.)



6. The number of out of state requests:

Zero. (There were no out of state requests to access the Towson University Police database.)

7. The number of federal requests:

Zero. (There were no requests from federal agencies to access the Towson University Police database.)

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

Zero. (There were no requests from another agency to access the Towson University Police database.)

9. The number of federal requests that resulted in a release of information:

Zero. (There were no requests from federal agencies to access the Towson University Police database.)

10. Any data breaches or unauthorized uses of the automatic license plate reader database:

No. There were no known data breaches or unauthorized use of the automatic license plate reader database.

11. A list of audits that were completed by the center or a law enforcement agency: (A Minimum required per MCAC Model Audit Policy is 50 if queries were done or all if less than 50)

The Towson University Police Department conducted an audit on the automatic license plate reader database for calendar years 2015, 2016, 2017, 2018, 2019, 2020, and 2021.

Members of the Towson University Police Department, for investigative or administrative tasks, queried the Towson University Police "ELSAG" Enterprise Operations Center (EOC) database

12. 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:

Towson University Police General Directive 2.442.04 states:

"Investigations Unit Officers and Officers assigned to supervise the Communications Unit are the Only Employees who are allowed to:

1. Run Investigative Queries on Locally Collected, Active LPR Data;

And

2. Manage (e.g. Upload, Modify, or remove) local listings."

Currently there are 6 users authorized to query the database.

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 Towson University Police Department's Communications Unit is charged with conducting and/or reviewing audits to ensure compliance with rules and regulations pertaining to the legitimate use of LPR data. The Towson University Police Department received the model policy for the Maryland Coordination and Analysis Center.

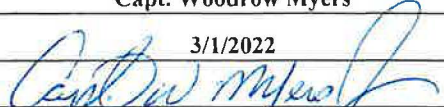
Respectfully Submitted,

*Sgt. Shannon Cotton*

Sgt. Shannon Cotton  
Communications Supervisor/Sergeant  
Towson University Police

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	2.442 License Plate Recognition Program  Comm. 09.02 License Plate Recognition System  PS 02.14 Local LPR Listings
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	All agency personnel who have access have undergone background checks and advised of privacy and confidentiality requirements.
3	Does the agency maintain training records for each user?	Yes	Yes, via Power DMS
4	Is the training curriculum maintained?	Yes	Office of Professional Standards
5	Are the training records reviewed for relevance and effectiveness?	Yes	Office of Professional Standards
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	No	The agency does not accept requests from outside LE agencies. Outside LE agencies are referred to MCAC for data.
7	If historical data is accessed, does the agency have an audit trail?	Yes	Data kept only for 24 hour period before being sent to MCAC and cleared. Any queries during that time require purpose information through the Enterprise Operation Center.
8	Is the audit trail maintained for at least 3 years?	Yes	2015,2016,2017,2018,2019, 2020, and current 2021
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	Enterprise Operation Center requires purpose information for each query. The Towson University Police Communications Unit is tasked with ensuring the proper use of the LPR system.
Agency:	Towson University Police Department	Scope of Audit:	How many records 1,929,325
Completed By:	Sgt. Shannon Cotton #397	Date Completed:	3/1/2022
Reviewed By:	Capt. Woodrow Myers #400	Date Completed:	3/1/2022



<b>Audit Record Number</b>	<b>Question # 1 Agency Case #</b>	<b>Question # 2 Is the date and time of request documented?</b>	<b>Question # 3 Is the purpose of the request documented?</b>	<b>Question # 4 Does the request include the identity of the agency requesting the query?</b>	<b>Question # 5 Has the request been validated through the requesters agency?</b>	<b>Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete</b>
1	21-00229	Yes	Yes	Yes	Yes	Accurate
2	21-00229	Yes	Yes	Yes	Yes	Accurate
3	21-00285	Yes	Yes	Yes	Yes	Accurate
4	21-00285	Yes	Yes	Yes	Yes	Accurate
5	21-00787	Yes	Yes	Yes	Yes	Accurate
<b>Submitting Agency:</b>		<b>Towson University Police Department</b>		<b>Reviewing Agency:</b>		<b>Towson University Police Department</b>
<b>Scope of Audit</b>		<b>1/1/2021 through 12/31/2021</b>		<b>Reviewed By:</b>		<b>Capt. Woodrow Myers</b>
<b>Prepared By:</b>		<b>Sgt. Shannon Cotton</b>		<b>Date Reviewed:</b>		<b>3/1/2022</b>
<b>Date Prepared:</b>		<b>3/1/2022</b>		<b>Signature</b>		



# UNIVERSITY OF MARYLAND

DEPARTMENT OF PUBLIC SAFETY  
*Internationally Accredited*

Public Safety Headquarters  
College Park, Maryland 20742-6011  
301.405.3555 TEL 301.314.9549 FAX  
[www.umdps.umd.edu](http://www.umdps.umd.edu)

February 18, 2022,

TO: Chief David B. Mitchell

FROM: Lieutenant Joseph Lilly

SUBJECT: 2021 ELSAG Report

Attached is the annual report for the campus tag readers for your signature. The report is mandated annually by the legislature.

This report shows that our tag readers scanned 7,005,294 vehicle tags entering campus for the year. There were 432 tag queries for the year with 247 releases of information from the ALPR software. Fifty random queries were selected for audit, and all were found to have adequate documentation for the reason of the query.

Let me know if you have any questions

Sincerely,

Lieutenant Joseph Lilly  
Commander, Security Operation Center



# UNIVERSITY OF MARYLAND

Department of Public Safety  
Internationally Accredited

Public Safety Headquarters  
College Park, Maryland 20742-6011  
301.405.3555 TEL 301.314.9552 FAX  
www.unpd.umd.edu

**February 10, 2022**

**TO:** House Judiciary Committee, Senate Judicial Proceedings Committee and Legislative Policy Committee

**FROM:** Chief David B. Mitchell, University of Maryland College Park Police Department

**SUBJECT:** License Plate Reader (LPR) Program required information per Public Safety Article § 3- 509

**Maryland House Judiciary Committee:**

The Honorable Luke H. Clippinger – Chair  
The Honorable David Moon – Vice-Chair  
House Office Building, Room 101  
6 Bladen Street, Annapolis, MD 21401

**Maryland Senate Judicial Proceedings Committee:**

The Honorable William C. Smith – Chair  
The Honorable Jeffery D. Waldstreicher – Vice-Chair  
Miller Senate Office Building, 2 East Wing  
11 Bladen Street, Annapolis, MD 21401 - 1991

**Maryland Legislative Policy Committee:**

The Honorable Bill Ferguson- Co-Chair  
The Honorable Adrienne A. Jones- Co-Chair  
c/o Department of Legislative Services  
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen and Chairwoman,

In accordance with § 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding captured License Plate Reader (LPR) data for 2019:

- 1. The total number of automatic license plate reader units being operated in the state by law enforcement agencies and submitting data to the center: The University of Maryland College Park Police Department has eight (8) fixed automatic license plate readers located at six (6) entrances to Campus, and two automatic license plate readers mounted to a single vehicle that is non-recording.**
- 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: In 2020, the University of Maryland College Park Police**



**Department had 7,005,294 automatic license plate reads. All reads were submitted to the Maryland Coordination and Analysis Center**

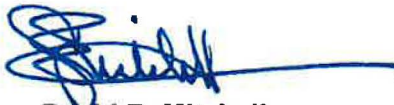
- 3. The number of automatic license plate reader readings being retained on the automatic license plate reader database: The University of Maryland College Park Police Department retains a temporary automatic license plate reader database. Individual license plate information is stored for a period of ninety (90) days after initial read. After that time, the data is automatically purged from the server. The University of Maryland Police Department does not maintain a permanent database of automatic license plate reads.**
- 4. The number of requests made to the agency: 432**
- 5. The number of requests that resulted in a release of information: 247**
- 6. The number of out of state requests: 0**
- 7. The number of federal requests: 0**
- 8. The number of out of state requests that resulted in a release of information: 0**
- 9. The number of federal requests that resulted in a release of information: 0**
- 10. Any data breaches or unauthorized uses of the automatic license plate reader database: No**
- 11. A list of audits that were completed by the center or a law enforcement agency: A random selection of at least 1% of all relevant requests ( $432 * 0.01 = 5$ . Minimum required per MCAC Model Audit Policy is 50) A random selection of fifty (50) records were audited.**
- 12. 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: The University of Maryland College Park Police Department restricts access to its automatic license plate reader system based on assignment. Twenty-one (21) University of Maryland Police Department employees are authorized to query the database.**
  - 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: Procedures and safeguards to ensure that department staff with access to the automatic license plate reader database are adequately screened and trained. The University of Maryland College Park Police Department also conducts an internal audit process as required by the state legislator**

using policy developed and implemented by Maryland Coordination and Analysis Center. See question #11. Supporting documentation attached.

All members of the Security Operations Center (SOC) Video Review Team receive training in the use of the Automatic License Plate Reader Enterprise Operations Center Software as part of their training in becoming part of the Review Team. Full-time SOC employees undergo a complete background investigation during their initial hire as required by NCIC. All SOC employees complete an Information Technology Security Awareness Course as required by NCIC as part of their training.

Sworn employees receive training on the Automatic License Plate Reader Enterprise Operations Center Software as part of their assignment. All sworn employees undergo a complete background investigation as part of their initial hire as Law Enforcement Officers. Sworn employees complete an Information Technology Security Awareness Course as required by NCIC as part of their training.

All IT and service technicians undergo a complete background investigation as part of their initial hire. Information Technology Security Awareness Course as required by NCIC as part of their training.



David B. Mitchell  
Chief of Police/Direction of Public Safety  
University of Maryland College Park Police  
Department

Goal	Question	Answer	Comments
1	Have procedures been adopted related to the operation and use of the LPR System? (Cite policy number)	Yes	MCAC Model Policy for LPR
2	Are staff with access to Automatic License Plate Reader database adequately screen and trained in the proper use of the system and all the privacy policies related to thereto?	Yes	Clearances/Employment Screening and Onboarding Process
3	Does the agency maintain training records for each user?	Yes	Paper records
4	Is the training curriculum maintained?	Yes	
5	Are the training records reviewed for relevance and effectiveness?	Yes	Yearly
6	Does the agency accept law enforcement request for license plate captured data collected by and LPR system?	Yes	
7	If historical data is accessed, does the agency have an audit trail?	Yes	
8	Is the audit trail maintained for at least 3 years?	Yes	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	Yes	
<b>Agency:</b>	University of Maryland College Park Police Department	<b>Scope of Audit:</b>	50 records from 2021 requests
<b>Completed By:</b>	Lieutenant Joseph Lilly #266	<b>Date Completed:</b>	02/10/2022
<b>Reviewed By:</b>		<b>Date Completed:</b>	



Audit Record Number	Question # 1 Agency Case #	Question # 2 Is the date and time of request documented?	Question # 3 Is the purpose of the request documented?	Question # 4 Does the request include the identity of the agency requesting the query?	Question # 5 Has the request been validated through the requesters agency?	Results: Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
1	Y	Y	Y	Y	Y	Accurate
2	Y	Y	Y	Y	Y	Accurate
3	Y	Y	Y	Y	Y	Accurate
4	Y	Y	Y	Y	Y	Accurate
5	Y	Y	Y	Y	Y	Accurate
6	Y	Y	Y	Y	Y	Accurate
7	Y	Y	Y	Y	Y	Accurate
8	Y	Y	Y	Y	Y	Accurate
9	Y	Y	Y	Y	Y	Accurate
10	Y	Y	Y	Y	Y	Accurate
11	Y	Y	Y	Y	Y	Accurate
12	Y	Y	Y	Y	Y	Accurate
13	Y	Y	Y	Y	Y	Accurate
14	Y	Y	Y	Y	Y	Accurate
15	Y	Y	Y	Y	Y	Accurate
16	Y	Y	Y	Y	Y	Accurate
17	Y	Y	Y	Y	Y	Accurate
18	Y	Y	Y	Y	Y	Accurate
19	Y	Y	Y	Y	Y	Accurate
20	Y	Y	Y	Y	Y	Accurate
21	Y	Y	Y	Y	Y	Accurate
22	Y	Y	Y	Y	Y	Accurate
23	Y	Y	Y	Y	Y	Accurate
24	Y	Y	Y	Y	Y	Accurate
25	Y	Y	Y	Y	Y	Accurate
26	Y	Y	Y	Y	Y	Accurate
27	Y	Y	Y	Y	Y	Accurate
28	Y	Y	Y	Y	Y	Accurate
29	Y	Y	Y	Y	Y	Accurate
30	Y	Y	Y	Y	Y	Accurate
31	Y	Y	Y	Y	Y	Accurate
32	Y	Y	Y	Y	Y	Accurate
33	Y	Y	Y	Y	Y	Accurate
34	Y	Y	Y	Y	Y	Accurate
35	Y	Y	Y	Y	Y	Accurate
36	Y	Y	Y	Y	Y	Accurate
37	Y	Y	Y	Y	Y	Accurate
38	Y	Y	Y	Y	Y	Accurate
39	Y	Y	Y	Y	Y	Accurate
40	Y	Y	Y	Y	Y	Accurate
41	Y	Y	Y	Y	Y	Accurate
42	Y	Y	Y	Y	Y	Accurate
43	Y	Y	Y	Y	Y	Accurate
44	Y	Y	Y	Y	Y	Accurate
45	Y	Y	Y	Y	Y	Accurate
46	Y	Y	Y	Y	Y	Accurate
47	Y	Y	Y	Y	Y	Accurate
48	Y	Y	Y	Y	Y	Accurate

49	Y	Y	Y	Y	Y	Accurate
50	Y	Y	Y	Y	Y	Accurate
Submitting Agency:		University of Maryland College Park Police Department		Reviewing Agency:		N/A
Scope of Audit		50 records from 2021		Reviewed By:		
Prepared By:		Lieutenant Joseph Lilly #266		Date Reviewed:		
Date Prepared:		2/10/2022		Signature		