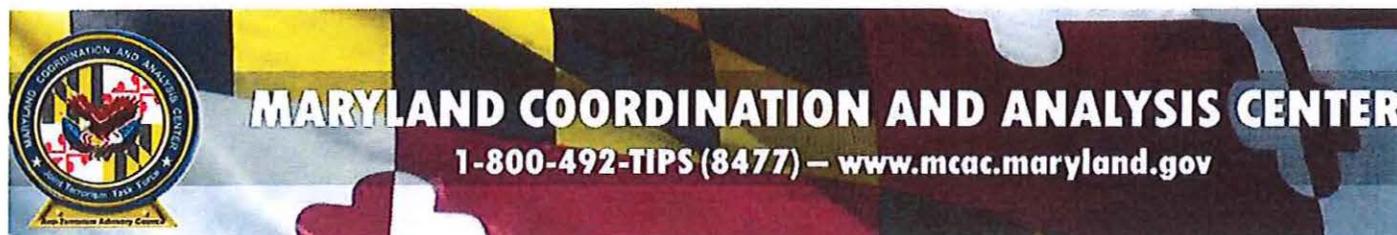


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DATE: March 1, 2016

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

FROM: Executive Director
Maryland Coordination and Analysis Center

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

Maryland House Judiciary Committee:

Chair –Honorable Joseph F. Vallario Jr.
House Office Building, Room 101
6 Bladen St., Annapolis, MD 21401

Maryland Senate Judicial Proceedings Committee:

Chair –Honorable Robert A. Zirkin
Miller Senate Office Building, 2 East Wing
11 Bladen St., Annapolis, MD 21401 - 1991

Maryland Legislative Policy Committee:

Co-Chair –Honorable Thomas V. Mike Miller Jr.
Co-Chair –Honorable Michael E. Busch
c/o Department of Legislative Services
Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401

Honorable Chairmen,

In accordance with 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center (MCAC) is reporting the following information regarding License Plate Reader (LPR) data for 2015:

- 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:**

Currently there are 503 License Plate Readers operated in the State of Maryland, 406 are networked to the MCAC.

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

As of December 31, 2015, 14 Law Enforcement Agencies were known to operate their own License Plate Reader storage server. Agencies with their own server are submitting individual audit reports as required by law and will report the number of readings as to their agency. Below are the submissions to the Maryland Coordination and Analysis Center by these 14 agencies for calendar year 2015.

Agency	Fixed unit reads	Mobile unit reads
Annapolis City PD	0	0
Anne Arundel County PD	20,778,645	902,614
Baltimore County PD	0	13,801,783
Charles County SO	0	0
Howard County PD	0	39,064
MD National Capital Park Police	1,750,100	366,406
MD Transportation Authority Police	54,246,732	1,519,931
Montgomery County PD	0	1,282,114
Prince George's County PD	6,753,954	3,165,930
Towson State University PD	2,492,737	31,260
University of MD College Park PD	6,612,162	394,942
Wicomico County SO	0	0
Ocean City PD	0	0
Salisbury PD	0	0

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

As of December 31, 2015, the total reads retained in the Maryland Coordination and Analysis Center database was 188,263,244.

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

During calendar year 2015, 2,375 requests for License Plate Reader data were submitted to the Maryland Coordination and Analysis Center by law enforcement agencies for a documented and specific law enforcement purpose as required by the MCACs LPR Model Policy. Those requests contained 4,251 uniquely identified tags.

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

Out of the 4,251 uniquely identified tags, 1,778 resulted in a release of information to the requesting law enforcement agency.

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ii. The number of out of state requests:

In 2015, 93 requests were from out of state law enforcement agencies.

iii. The number of federal requests:

In 2015, 593 requests were from federal law enforcement agencies.

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

In 2015, requests from out of state law enforcement agencies with a specific, documented law enforcement purpose resulted in the release of data as to 56 license plates.

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

In 2015, federal law enforcement requests resulted in release of data on 519 license plates. Again, only requests that had a specific, documented law enforcement purpose were processed.

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

In 2015, there were no known data breaches or unauthorized uses of the License Plate Reader database.

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

Pursuant to 2-1246 of the State Government Article, the Maryland Coordination and Analysis Center conducted an audit for calendar year 2015 of queries of the database.

- A total of 10,009 queries were made of the system**
- Pursuant to the License Plate Reader Model Policy submitted to the House Judiciary Committee, Senate Judicial Proceedings Committee, and Legislative Policy Committee in August of 2015, a random selection of 1% of all queries (10,009 * 0.01 = 101 minimum records to audit) was conducted**
- 9 records from each month randomly selected (9 * 12 months = 108 records actually audited)**

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

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

The Maryland Coordination and Analysis Center developed and implemented a Model Audit Policy in August 2015. The policy was disseminated to all Maryland law enforcement agencies on October 1, 2015. The audit process is explained above in question 6. Also, please see attached supporting documentation concerning this audit.

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

The MCAC has a training curriculum which consists of the following:

- Title 28, Code of Federal Regulations, Part 23 - Collection and Exchange of Intelligence Records
- Maryland Coordination and Analysis Center License Plate Reader Standard Operating Procedures
- 3 Hour License Plate Reader practical and annual refresher training
- As referenced above, all Maryland Coordination and Analysis Center personnel have a background clearance completed by the Department of Homeland Security and/or Federal Bureau of Investigation.

Respectfully,



David Engel
Director

Maryland Coordination and Analysis Center

Audit Questions (Step 1)

Goal	Question	Answer	Comments
1	Have procedures been adopted relating to the operation and use of the LPR system? [Cite policy number	<u>YES</u> NO	Model Policy for LPR adopted by ATAC
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?	<u>YES</u> NO	
3	Does the agency maintain training records for each user?	<u>YES</u> NO	
4	Is the training curricula maintained?	<u>YES</u> NO	
5	Are training records annually reviewed for relevancy and effectiveness?	<u>YES</u> NO	
6	Does the agency accept law enforcement requests for license plate data collected by an LPR system?	<u>YES</u> NO	
7	If historical data is accessed, does the agency have an audit trail?	<u>YES</u> NO	
8	Is the audit trail maintained for at least 3 years?	<u>YES</u> NO	Only one year at present - began in 2015.
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?	<u>YES</u> NO	
AGENCY: MD COORDINATION & ANALYSIS CENTER		SCOPE OF AUDIT: 10% OF 2015 QUERIES (10,009) = 108	
COMPLETED BY: JUSTIN CIGKA & PAUL BURTON MSP		DATE COMPLETED: 2/10/15 TO 2/24/15	
REVIEWED BY: CPT D. MARTIN - 02-24-2016		DATE REVIEWED: 02/24/2015	

CPT D. Martin

	Question # 1	Question #2	Question # 3	Question # 4	Question #5	Results
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 requesters agency?	Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
1	2dd53d41-d8b0-471e-aa3e-ca686953e20e	YES	YES	YES	YES	ACCURATE
2	edce306a-8d28-4e85-8dd9-0e89557f244e	YES	YES	YES	YES	ACCURATE
3	4cf3bc39-20b4-4bc2-9e88-a03ce40a00c1	YES	YES	YES	YES	ACCURATE
4	82b42699-bac4-4bf0-8459-01d3b615a631	YES	YES	YES	YES	ACCURATE
5	3d2f1953-c5a6-40cc-9868-c4353eeb44da	YES	YES	YES	YES	ACCURATE
6	a8e95f53-dae6-4732-998e-e5ca70bd0e51	YES	YES	YES	YES	ACCURATE
7	11829273-e6e3-4f2f-b968-78e47e96424c	YES	YES	YES	YES	ACCURATE
8	29be71e0-9af0-440d-82af-1c9be993bda8	YES	YES	YES	YES	ACCURATE
9	f2b61179-9afd-46b9-a7fb-1189ad8621b0	YES	YES	YES	YES	ACCURATE
10	8d5178f9-dbc0-41cb-b90a-01802fed4cb9	YES	YES	YES	YES - BOLO	ACCURATE
11	43a67c9d-d361-43a3-ae8e-630db33fcb69	YES	YES	YES	YES - NLETS	ACCURATE
12	3b164856-9432-49d6-94cb-4975edd48078	YES	YES	YES	YES	ACCURATE
13	696ae718-8de8-4aeb-83d3-25b7c1139f40	YES	YES	YES	YES - NLETS	ACCURATE
14	f9ebf951-43d1-4280-8bb4-21adb3d4dd5	YES	YES	YES	YES - BOLO	ACCURATE
15	339bda95-b188-470f-92a7-d59e45528141	YES	YES	YES	YES	ACCURATE
16	613031e6-da5c-4623-8c13-ebc8d9363ad5	YES	YES	YES	YES - BOLO	ACCURATE
17	db87bbd1-596b-411f-91f3-6fe7123034b0	YES	YES	YES	YES	ACCURATE
18	70d50ca2-d74a-4d95-9c30-3cc4158ff7a9	YES	YES	YES	YES - NLETS	ACCURATE
19	44864330-06cd-406a-9978-8bd98417fb3a	YES	YES	YES	YES	ACCURATE
20	f460dc21-7c25-4b9f-a8b8-f99311772484	YES	YES	YES	YES	ACCURATE
21	6889f0cc-7795-4991-b117-c358513b1b13	YES	YES	YES	YES - BOLO	ACCURATE
22	c61c13c3-62e8-4f93-81e3-a7b2b2d2505b	YES	YES	YES	YES	ACCURATE
23	a2eb306c-c43e-418b-b06a-9ed1ea2e8ea9	YES	YES	YES	YES	ACCURATE
24	f9340ced-d137-4bf2-9cad-398af7d67dd9	YES	YES	YES	YES	ACCURATE
25	a357d3d4-2979-40a2-910a-de8005325c4f	YES	YES	YES	YES - BOLO	ACCURATE
26	0332b77f-6507-4133-a0a0-c51f1754284f	YES	YES	YES	YES - BOLO	ACCURATE
27	24852cb8-469d-445b-ac53-0e76fc3c1017	YES	YES	YES	YES	ACCURATE
28	b75917dd-d567-4787-a29f-b813d7321f54	YES	YES	YES	YES - BOLO	ACCURATE
29	ad51a6c5-75bb-4904-82dc-136bfc590c46	YES	YES	YES	YES	ACCURATE
30	d3124d79-3f9a-4389-b5d8-b5bfe2c5a4e8	YES	YES	YES	YES - NLETS	ACCURATE
31	dad479dd-2323-45f2-a7fb-287ecb3fab6e	YES	YES	YES	YES	ACCURATE
32	6c77e2b9-b8fc-490d-af54-acc9839c66c0	YES	YES	YES	YES	ACCURATE
33	2e3229ff-bc42-4417-9ef6-0042ebfc73bc	YES	YES	YES	YES	ACCURATE
34	3a3a4edd-9363-4549-adfe-d0d3855371e1	YES	YES	YES	YES - BOLO	ACCURATE
35	f4d1d589-db27-48c7-b556-2dddb7035a5c	YES	YES	YES	YES - NLETS	ACCURATE
36	27261438-fdb4-4984-9650-ffe250788297	YES	YES	YES	YES	ACCURATE
37	1b8ddd72-1350-4810-961f-ade905282a31	YES	YES	YES	YES	ACCURATE
38	83ac9570-221d-4697-a805-4abe502eae13	YES	YES	YES	YES	ACCURATE

*DMO202
2-29-2016*

39	bdf0a4fa-bf45-4fdc-ae8b-9e4e40d2cf65	YES	YES	YES	YES	ACCURATE
40	ba23ed80-40f1-4773-bcca-08588f6b0196	YES	YES	YES	YES	ACCURATE
41	164cdd15-a0e3-4910-9768-fcd11f23057a	YES	YES	YES	YES	ACCURATE
42	bcc36884-88a2-4462-b855-a393d6b08da5	YES	YES	YES	YES	ACCURATE
43	7771c381-f2ad-4361-a95d-be5592786c9e	YES	YES	YES	YES	ACCURATE
44	d1946d08-5e74-4e37-a023-c7e90201112a	YES	YES	YES	YES - BOLO	ACCURATE
45	ad894821-8fba-4709-833f-a5478992515d	YES	YES	YES	YES	ACCURATE
46	2a8f3b8f-b947-479c-a413-aa0420886e26	YES	YES	YES	YES	ACCURATE
47	86dbfa76-50ad-4975-828f-375f04648a50	YES	YES	YES	YES	ACCURATE
48	e5b2945b-97a9-4c2a-89ed-7d496930be5a	YES	YES	YES	YES - BOLO	ACCURATE
49	7f34ca8c-973c-4c35-b434-8b7ddb0332e7	YES	YES	YES	YES	ACCURATE
50	7f7b45f7-4ebc-488d-afce-7fb7442ecc14	YES	YES	YES	YES	ACCURATE
51	c17fd0db-30ae-4380-909c-e28c64366585	YES	YES	YES	YES - BOLO	ACCURATE
52	31ff2fb2-ec6f-4cdd-ac8d-47af01cc8bf9	YES	YES	YES	YES	ACCURATE
53	734b5284-da69-4f92-b40b-b58aacfd4c17	YES	YES	YES	YES	ACCURATE
54	9d5629fe-569f-498e-aeca-9d5fc2ad760e	YES	YES	YES	YES - NLETS	ACCURATE
55	483a7f32-acdf-436a-9ead-e33564230576	YES	YES	YES	YES	ACCURATE
56	4f1e9574-6bc6-4630-8f12-33e0ab25f8e3	YES	YES	YES	YES	ACCURATE
57	02ab44e3-8b53-4b01-beb3-3ba3ee0fec27	YES	YES	YES	YES	ACCURATE
58	9bfd9382-21c9-4994-bcf4-60e48b6ec8bc	YES	YES	YES	YES	ACCURATE
59	0c14ebaa-03b9-4caa-bdb3-a4fab86bd50c	YES	YES	YES	YES	ACCURATE
60	fb5614ed-90e2-4732-abc7-d19be481b833	YES	YES	YES	YES	ACCURATE
61	9c9837be-51f6-494c-8fbc-a64c8aedceaa	YES	YES	YES	YES	ACCURATE
62	90fdf36f-7446-4836-8e78-02f5015ac3fc	YES	YES	YES	YES	ACCURATE
63	92d29b5b-79d6-4614-8d89-c296eeba3fae	YES	YES	YES	YES	ACCURATE
64	379689d7-adea-4720-b68d-3461061fc1c9	YES	YES	YES	YES	ACCURATE
65	e0a07c1a-9d70-443a-ab85-a23bb925101e	YES	YES	YES	YES	INCOMPLETE
66	1a6189a6-4ff4-4237-b066-b758f7d1cabf	YES	YES	YES	YES	ACCURATE
67	4c01c9b5-b0f2-4d1b-b119-adf37296727a	YES	YES	YES	YES	ACCURATE
68	800caf5d-d147-43f0-ae61-11381883f48f	YES	YES	YES	YES	ACCURATE
69	2a7d6f75-6dec-4b29-bfc6-eee37fea8d17	YES	YES	YES	YES	ACCURATE
70	954abb85-02a8-454b-ae57-210dec81e490	YES	YES	YES	YES	ACCURATE
71	1cbdde32-e1a4-45c3-bf61-5d49e5bba0e3	YES	YES	YES	YES	ACCURATE
72	204e47b3-cbc2-43d1-ad9b-068a9248ecf1	YES	YES	YES	YES	ACCURATE
73	ccb78b65-c51f-46ee-b462-3022830951a5	YES	YES	YES	YES	ACCURATE
74	9ebd2b46-9bfe-4746-9711-2dc4b72beec7	YES	YES	YES	YES	ACCURATE
75	626aeec1-3a55-4db0-98c7-1ebe870d8b3f	YES	YES	YES	YES	ACCURATE
76	e6c3d218-48e0-4f19-b424-799fea842629	YES	YES	YES	YES - BOLO	ACCURATE
77	74c6792f-420d-47ed-bbcb-3f36a229f40c	YES	YES	YES	YES - BOLO	ACCURATE
78	e157c94c-d579-4015-808a-892d75671897	YES	YES	YES	YES	ACCURATE
79	5b1ee2c0-5231-4f00-ad7a-6166bafa5e8f	YES	YES	YES	YES	ACCURATE
80	a3e00f9f-f4dd-4583-a204-4dcd6324e4be	YES	YES	YES	YES	ACCURATE
81	7b3e0747-42ee-4484-88c9-946f42f96149	YES	YES	YES	YES	ACCURATE

*DM 0202
02-29-2016*

82	Oc179f9b-a644-4813-9031-49405057d7d4	YES	YES	YES	YES	ACCURATE
83	c1c95fc1-1f44-4f6e-ab3a-7886b476538b	YES	YES	YES	YES	ACCURATE
84	b0ebf173-efad-40cf-9554-898ba8639a55	YES	YES	YES	YES	ACCURATE
85	c1e9f074-2a5e-4673-abc6-b0beb545b81d	YES	YES	YES	YES - NLETS	ACCURATE
86	4e780d97-593c-4df7-92bd-c1bcb0386140	YES	YES	YES	YES - BOLO	ACCURATE
87	19441319-615e-4d0a-a4e2-ba6ae86f5235	YES	YES	YES	YES	ACCURATE
88	6cab3ed0-03fa-4218-ab5c-3e56c9ea2468	YES	YES	YES	YES	ACCURATE
89	f2e97bb2-50c3-41d7-b238-543baa460faa	YES	YES	YES	YES	ACCURATE
90	a17207af-ca8f-49d8-93b2-c7b3816f971e	YES	YES	YES	YES	ACCURATE
91	0bb249d3-58bf-4b44-8023-f369ec55faff	YES	YES	YES	YES	ACCURATE
92	c3bbebc5-99ad-495c-85bd-a0c4e328f2d5	YES	YES	YES	YES	ACCURATE
93	29d73d08-5ce1-42ec-ad5c-f0ce8914c3ff	YES	YES	YES	YES	ACCURATE
94	d7faf326-9b52-407b-ba29-6a09f797f547	YES	YES	YES	YES - BOLO	ACCURATE
95	dbbb8e02-3479-421c-bae5-2807adcc269f	YES	YES	YES	YES	ACCURATE
95	9d83a36c-d1ef-4be5-89aa-c90c64953641	YES	YES	YES	YES	ACCURATE
97	6b2f31df-c7db-4661-ab08-2b306fe0b025	YES	YES	YES	YES	ACCURATE
98	4616e8f4-fadc-433f-a1ad-f14e2e26c70c	YES	YES	YES	YES - BOLO	ACCURATE
99	b4ebdc4d-f89c-4d88-ac63-a2b4bd93404f	YES	YES	YES	YES	INCOMPLETE
100	a4854107-a84f-469a-9ec9-5b53ac0ada7e	YES	YES	YES	YES	ACCURATE
101	da3dd407-46d0-4deb-865d-68465dccc758	YES	YES	YES	YES	ACCURATE
102	d9e3882d-e567-40a0-871f-31cad8dbd565	YES	YES	YES	YES	ACCURATE
103	3790aec8-7851-478d-998b-45b82fb94477	YES	YES	YES	YES	ACCURATE
104	4432d53a-072f-4b3d-abdc-fb5bb8586150	YES	YES	YES	YES	ACCURATE
105	a0f75274-8f73-4c36-a496-aafdb387af75	YES	YES	YES	YES	ACCURATE
106	4ee84786-d5b6-4f4b-bac9-9a00a7c33db3	YES	YES	YES	YES	ACCURATE
107	ae83afe7-2339-4651-8904-e6a57f128a88	YES	YES	YES	YES	ACCURATE
108	b8d86bb7-365e-4936-9c45-8fb62f404ef2	YES	YES	YES	YES - BOLO	ACCURATE

106 ACCURATE
2 INCOMPLETE
0 INACCURATE
108

flying Official: Captain D. Martin

Date: 02-29-2016

Signature: CPT D. Martin



DATE: March 1, 2016

SUBJECT: License Plate Reader (LPR) Program Audit Results

The audit results and certifying official found all 108 records to be searched for legitimate law enforcement purposes. Out of the 108 records, 106 were found to be accurate and two were found to be incomplete, due to the agency not providing adequate supporting documentation. Although the agency didn't have enough documentation to make the results accurate, there was enough to show legitimate law enforcement purposes. Below is a summary of those two records:

- Record unique identification: e0a07c1a-9d70-443a-ab85-a23bb925101e – The agency requested an LPR search for a Robbery investigation. The LPR audit results were listed as "Incomplete" since the investigator didn't document in the report why the specific tag was checked through the LPR system. The search was found as a legitimate law enforcement purpose, due to there being a valid case report from the investigation as well as a BOLO from the agency.
- Record unique identification: b4ebdc4d-f89c-4d88-ac63-a2b4bd93404f - The agency requested an LPR search for a Robbery investigation. The LPR audit results were listed as "Incomplete" since the investigator didn't document in the report why the specific tag was checked through the LPR system. The search was found as a legitimate law enforcement purpose, due to there being a valid case report from the investigation.