



COUNTY OF DURHAM TAX ADMINISTRATION

Kimberly H. Simpson
Tax Administrator

October 15, 2012

ACLU
Christopher Brook, Legal Director
PO Box 28004
Raleigh, North Carolina 27611-8004

Dear Mr. Brook,

Please find per your request enclosed documentation regarding automated license plate readers used by Durham County Tax Administration.

1. see attachment
2.
 - a) source of funds used to pay were from the General Fund of Durham County Government
 - b) see attached
 - c) County purchasing threshold allowed for approval of purchasing without Board Approval; however the Tax Administrator did request permission to enter into an agreement with ELSAG of North America.
 - d) see attached
3.
 - a) LPR is used for the purpose of referencing delinquent tax data on delinquent motor vehicles. When the camera detects or "reads" a license plate the camera returns the following information. It is stored on the ELSAQ server.
 1. License Plate number
 2. Latitude and Longitude of vehicle
 3. Image of license plate and a partial image of the rear portion of the vehicle
 4. Creates an alarm code of #5 scofflaw
 5. Date and time of the event
 6. Status of "accepted" or "Rejected" alarm, based on the Deputies response to the event.
 - b) See attached
 - c) Two (2) LPR units were purchased, and two (2) laptops
 - d) Two (2) dedicated vehicles of two dedicated deputies assigned solely to Tax Department.
 - e) Two LPR units and two laptops are in vehicles, server is located in Durham County Sheriff's Office, on a dedicated server for ELSAG only.

f) Each vehicle has three cameras (AD3-M) attached to the rear trunk area of the vehicle. Each camera has an OCR processor.

4 a) There are two main data sets in the ELSAG server.

Data set one (1) is the Outstanding Tax 90 Day list. This is based upon delinquent vehicle taxes (over 90 days overdue) owed to the County. The data is sent from the County tax application to the ELSAG server each morning. The data is then imported into the ELSAG system.

Data set two (2) is the ELSAG server Alarm List. This consists of a history of license plate reads that sound an alarm. An alarm item is created when a scanned license plate matches the Outstanding Tax list. The information retained here includes the amount owed, Tax account number, license plate, asset description, location of vehicle, data and time of the match, status and the image of the plate.

There are two main data sets in the Deputy Laptops.

Data set one is the ELSAG Laptop Tax list. This list is downloaded to the Deputy's laptop in the vehicle by the ELSAG server. This is sent only when the deputy logs in to the laptop in their vehicle.

The second is the ELSAG Local Application List on the laptop. This is the internal data used by the camera system.

b) The Outstanding Tax 90 Day List is sent each morning at 6:15 AM. It is imported at 8:00 AM and the original Outstanding Tax list is destroyed.

The ELSAG server alarm list is retained for one year. The data is used for summary reporting only.

The ELSAG Laptop Tax list is stored for one or more days. It is replaced when the Deputy logs in to their laptop daily. If the Deputy does not log in the list is not replaced.

The ELSAG Local Application List is stored for 5-15 seconds during the download process.

c) The data is discarded from the ELSAG server after one year.

Tape backups of the ELSAG server are retained for 5 weeks.

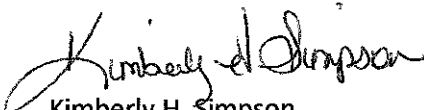
d) 28,177

5. a) North Carolina General Statutes allow for the tax collector to collect delinquent taxes. NCGS. 105-366 (b) allows for the collector to levy against personal property and motor vehicles to satisfy the taxes. The LPR allows us to locate those who have been issued a levy execution, as well as provide a notice to those who have been sent two prior notices the vehicle taxes are past due.

- b) Delinquent Property Tax Collection
 - c) The only purpose established for this system since Tax purchased was for collection of delinquent taxes.
 - d) The data the LPR retrieved is only accessible to the two deputies at the time they are alarmed of delinquent taxes, a Durham County Tax Department System Analyst who pulls data from alerts and rejects for reports that have been provided to you, and a Staff Assistant who is alerted via email the account number we have received an alert on in case the taxpayer contacts our office before the notification sheet has been provided from the Deputy.
 - e) The data is accessed only from the ELSAG Operational Server. This is a Windows 2008 Enterprise server. The server maintains a log that contains records of login/logout activity. Access to this server is limited to limited Technical staff only.
- 6. No data has been shared with any outside agencies, corporations or entities.
 - 7. No data has been provided, shared or requested.
 - 8. See attachments.

Should you have questions please feel free to contact me at 919-560-0306.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly H. Simpson". The signature is fluid and cursive, with the first name being the most prominent.

Kimberly H. Simpson
Tax Administrator