



ADVISORY COMMISSION ON POLICING

June 17, 2025

To: Montgomery County Police Chief Yamada
From: Advisory Commission on Policing Data Subcommittee
SUBJECT: COMPENDIUM of RECORDS NOTICE REQUEST

1. **The Advisory Commission on Policing (ACP)** would like to follow up on our introductory meeting held in April 2025. As you know, the Montgomery County Council established the ACP to respond to ongoing public discourse surrounding policing practices and to enhance community engagement in matters of public safety. The ACP's mission is to provide findings and recommendations to the Council regarding policing policies, programs, legislation, and regulations.
2. To support the Commission in this mission, the ACP has formed a **Data Subcommittee** focused on conducting a thorough analysis of the Montgomery County Police Department's (MCPD) data collection, management, reporting, and analysis practices.
3. While we have reviewed the Office of Legislative Oversight's **Report No. 2020-9, "Local Policing Data and Practices,"** dated July 21, 2020, the ACP is seeking a **comprehensive compendium or system of records that documents**, for each data system currently in use by MCPD:
 - a) The **purpose and functional scope** of the system
 - b) The **data format(s), technology platform, and storage environment**
 - c) The **authoritative data source(s)** and the designated **entity of record**
 - d) Availability of **data dictionaries, entity definitions, or schema documentation**
 - e) Whether the system is **proprietary or a commercial off-the-shelf (COTS) solution**
 - f) If applicable, the contact details for the **Contracting Officer's Technical Representative (COTR)**

Advisory Commission on Policing

100 Maryland Avenue • 240-777-7900 • www.montgomerycountymd.gov

Access to this documentation will enable the ACP to gain a deeper understanding of MCPD's data infrastructure, better target its inquiries, and develop standardized terminology for consistent communication and analysis.

4. Please direct any questions or materials to **Susan Farag** (susan.farag@montgomerycountymd.gov) or **Logan Anbinder** (logan.anbinder@montgomerycountymd.gov), who will coordinate with the appropriate members of the ACP Data Subcommittee.