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TO:

Members of the State Board of Education

FROM:

Lillian M. Lowery, Ed.D.

DATE:

February 25, 2014

SUBJECT:

Maryland Center for School Safety

PURPOSE:

To provide an overview of the organization and operations of the Maryland Center for School Safety.

BACKGROUND:

In the aftermath of the shootings at Sandy Hook Elementary School in Connecticut, the Maryland Center for School Safety was established as an independent unit of Maryland State Government in July 2013.

The Center is charged with building upon the current efforts of State agencies, local school systems, and schools to ensure that schools are safe for our children. The center is also responsible for providing training, technical assistance, resources, and evaluation services to schools, school systems, organizations, and agencies serving children, youth, and families. Moreover, the Center acts as a coordinating entity around efforts across the State that exists to promote school and community safety.

The Center is housed at the Maryland State Police at the State's fusion center: the Maryland Coordination and Analysis Center (MCAC). The Executive Director of the Center is Mr. Edward Clarke. Mr. Clarke served for six years as school safety and security director of the Montgomery County Public School System before starting his own consulting firm on public safety and school safety issues. Prior to joining the school system, he served for more than 24 years with the Montgomery County Police Department.

ACTION:

For information only. No action required.

Attachment

Biographical Statement Mr. Edward A. Clarke

In 1975, Mr. Clarke received his Bachelor of Science degree in Administration of Justice from American University, and began his law enforcement career with the Montgomery County Maryland Department of Police in 1976. During his distinguished career, Mr. Clarke served in a variety of key assignments and has been the recipient of numerous awards, commendations, and community recognitions. In May 2000, Mr. Clarke received special recognition as the National Law Enforcement Officer Memorial Fund Officer of the Month for his distinguished exemplary service and devotion to duty.

During his law enforcement career, Mr. Clarke served as a patrol officer, special assignment team officer, youth division detective, and district detective, and was promoted to sergeant, lieutenant, captain, and then district commander. Captain Clarke's final assignment came on February 13, 2000, when he was assigned to the Police Academy as Director. Mr. Clarke retired from the Montgomery County Department of Police on June 30, 2000, and accepted employment with Montgomery County Public Schools (MCPS) as the director of the Department of School Safety and Security. In July 2006, Mr. Clarke resigned from MCPS to seek elected office of Montgomery County Sheriff. Mr. Clarke ran for Sheriff on two occasions and although unsuccessful in his quest to become Sheriff it was a positive experience.

As the director of the Department of School Safety and Security, Mr. Clarke was responsible for providing a safe and secure learning and working environment for 140,000 students, 20,000 employees, and in excess of 199 schools and facilities. Under Mr. Clarke's leadership, MCPS has developed and implemented a comprehensive schoolwide emergency response plan to be implemented in the event of an emergency/crisis. The U. S. Department of Education has recognized Montgomery County Public Schools as a leader among the nation's school systems in its emergency/crisis preparedness and readiness efforts. Mr. Clarke has provided emergency/crisis preparedness training to school districts throughout the country and is a former member of U.S. Department of Education's National Readiness and Emergency Management for Schools training team. As a nationally recognized expert, Mr. Clarke has presented training sessions at numerous training conferences sponsored by the U.S. Department of Education. Also, Mr. Clarke served as the MCPS liaison to the Montgomery County Department of Police and the Montgomery County Government during the sniper crisis, and he testified for the prosecution in the trial of John Allen Muhammad as to the impact that the sniper crisis had on the Montgomery County Public Schools. In addition, Mr. Clarke was the Montgomery County Public Schools official assigned to work with the Montgomery County Department of Police in the joint Educational Facilities Officer/School Resource Officer program funded by the U.S. Department of Justice COPS in Schools grant. Mr. Clarke has been recognized as a leader and subject matter expert in the area of public safety and school emergency/crisis preparedness.

Mr. Clarke in 2016 established the *Clarke Consulting Group* to provide safety, security, and emergency/crisis preparedness and public safety consulting services to school districts and public safety agencies throughout the country.

Mr. Clarke holds a Masters of Public Administration from American University. He resides in Olney, Maryland, with his wife and has two grown children.

Maryland Center for School Safety

The Maryland Center for School Safety was created by the General Assembly in 2013 and approved by Governor O'Malley on May 2, 2013 to work with all public school and law enforcement stakeholders to ensure a comprehensive and coordinated approach to school safety, including disseminating information on best practices, providing training and technical assistance, and gathering meaningful data on school safety issues to ensure our schools are a safe and nurturing environment. Additionally, a Center Governing Board was established to develop an implementation plan to phase in establishment and operation of the Center; provide general oversight and direction to the Center; and approve the annual budget for the Center. The Governor appointed State Superintendent of Schools, Dr. Lillian M. Lowery, as chair. A representative of the local Superintendents of Schools and Maryland Association of Boards of Education are members of the Governing Board.

Mr. Edward A. Clarke was hired as the Executive Director of the Maryland Center for School Safety on November 18, 2013. He brings thirty-seven years of combined law enforcement and school safety experience to the position.

Outlined below is a summary of the Maryland Center for School Safety core functions:

- Serve as a safe school information and best practices clearinghouse for stakeholders of up-to-date, research-based, and data-driven information on effective strategies for creating and maintaining safe schools as well as violence prevention.
- Develop a website containing a searchable database of definitive research, books, videos, white papers, speakers, websites, and other school safety resources.
- Initiate collaborative partnerships and facilitate coordination among local school systems, law enforcement agencies, state and local government, and community organizations to leverage existing resources to deliver school safety services uniformly to local school systems.
- Consolidate resources among stakeholders to maximize support and secure necessary skills to ensure emergency plan implementation and ensure nonduplication of effort in emergency response procedures.
- Assist in the development of safety and security criteria for the design and operation of school facilities.
- Assist local school systems to monitor local school system and individual school behavior data to
 ensure fairness in the application of consequences for student misbehavior.
- Work with the Maryland State Department of Education to establish a comprehensive, uniform, consistent process for collecting, evaluating and communicating school safety data as well as producing a report for the public and policymakers.
- Foster coordination and collaboration among all entities responsible for ensuring the safety and security of school facilities in the State and assist local school systems in reducing the potential for pedestrian and vehicle accidents in the immediate vicinity of schools.

The Center for School Safety will be housed at the Maryland Coordination and Analysis Center (MCAC), the State's Fusion Center. Questions or comments as to the Center's Mission can be addressed to Mr. Clarke at Edward.Clarke@mcac.maryland.gov or 301-370-3497.

Chapter 372

(House Bill 453)

AN ACT concerning

Education - Maryland Center for School Safety

FOR the purpose of establishing the Maryland Center for School Safety as an independent unit of State government; establishing the location and staffing of the Center; authorizing the Center to establish satellite offices in certain locations; specifying the function and duties of the Center; establishing the Governing Board of the Maryland Center for School Safety; providing for the membership of the Governing Board; providing for the appointment and terms for certain members of the Governing Board; providing for the duties of the Governing Board; requiring the Governor to provide a certain amount in the annual State budget to carry out certain provisions of law; specifying certain funds to be used to support the operation of the Center; requiring the Governing Board to distribute a certain percentage of each grant received by the Center in a certain manner; requiring the Governing Board to make a certain report to the Governor and the General Assembly on or before a certain date each year; defining certain terms; and generally relating to the establishment of the Maryland Center for School Safety.

BY adding to

Article – Education

Section 7–1501 through 7–1505 to be under the new subtitle "Subtitle 15. Maryland Center for School Safety"

Annotated Code of Maryland

(2008 Replacement Volume and 2012 Supplement)

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND, That the Laws of Maryland read as follows:

Article - Education

SUBTITLE 15. MARYLAND CENTER FOR SCHOOL SAFETY.

7-1501.

- (A) IN THIS SUBTITLE THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.
 - (B) "CENTER" MEANS THE MARYLAND CENTER FOR SCHOOL SAFETY.

(C) "GOVERNING BOARD" MEANS THE GOVERNING BOARD OF THE MARYLAND CENTER FOR SCHOOL SAFETY.

7–1502.

- (A) THERE IS A MARYLAND CENTER FOR SCHOOL SAFETY.
- (B) THE CENTER IS AN INDEPENDENT UNIT WITHIN STATE GOVERNMENT.
 - (C) THE CENTER SHALL BE BASED AT BOWIE STATE UNIVERSITY.
- (D) THE HEAD OF THE CENTER IS THE EXECUTIVE DIRECTOR, WHO SHALL BE APPOINTED BY THE GOVERNING BOARD.
- (E) THE CENTER MAY EMPLOY THE ADDITIONAL STAFF NECESSARY TO CARRY OUT THE CENTER'S FUNCTIONS AS PROVIDED IN THE STATE BUDGET.
- (F) THE CENTER MAY ESTABLISH A SATELLITE OFFICE AT AN INSTITUTION OF HIGHER EDUCATION LOCATED IN EACH OF THE FOLLOWING REGIONS:
 - (1) THE EASTERN SHORE;
 - (2) WESTERN MARYLAND; AND
 - (3) THE BALTIMORE REGION.
- (F) (G) THE CENTER SHALL PERFORM THE FOLLOWING FUNCTIONS AND DUTIES:
- (1) COLLABORATE WITH LOCAL SCHOOL SYSTEMS IN THE STATE, LAW ENFORCEMENT AGENCIES, STATE AND LOCAL GOVERNMENT, COMMUNITY ORGANIZATIONS, PARENTS, AND OTHER STAKEHOLDERS TO PROVIDE A COMPREHENSIVE, COORDINATED APPROACH TO SCHOOL SAFETY;
 - (2) IN PARTNERSHIP WITH STAKEHOLDERS:
- (I) DISSEMINATE INFORMATION ON BEST PRACTICES, PROGRAMS, AND RESOURCES;
 - (II) PROVIDE TECHNICAL ASSISTANCE AND TRAINING;

- (III) COLLABORATE ON COLLECTION, ANALYSIS, AND INTEGRATION OF STATEWIDE DATA; AND
- (IV) PROMOTE INTERAGENCY EFFORTS THAT SUPPORT SAFE SCHOOLS FOR ALL STUDENTS, SCHOOL STAFF, PARENTS, AND COMMUNITY MEMBERS;
- (3) ESTABLISH A SAFE SCHOOL INFORMATION AND BEST PRACTICES CLEARINGHOUSE OF UP-TO-DATE, RESEARCH-BASED, AND DATA-DRIVEN INFORMATION ON EFFECTIVE STRATEGIES FOR CREATING AND MAINTAINING SAFE SCHOOLS;
- (4) IDENTIFY SAFE SCHOOL PROFESSIONAL STAFF DEVELOPMENT BEST PRACTICES;
- (5) Initiate collaborative partnerships and facilitate coordination among local school systems, law enforcement agencies, State and local government, and community organizations to leverage existing resources to deliver school safety services uniformly to local school systems;
- (6) PROVIDE TECHNICAL ASSISTANCE AND CONSULTATION TO LOCAL SCHOOL SYSTEMS, STATE AND LOCAL GOVERNMENT, AND COMMUNITY ORGANIZATIONS ON BEST PRACTICES FOR SAFE SCHOOLS AND VIOLENCE PREVENTION;
- (7) DEVELOP A WEB SITE CONTAINING A SEARCHABLE DATABASE OF DEFINITIVE RESEARCH, BOOKS, VIDEOS, WHITE PAPERS, SPEAKERS, WEB SITES, AND OTHER SCHOOL SAFETY RESOURCES;
- (8) DEVELOP CRITERIA THAT MAY BE APPLIED CONSISTENTLY AND UNIFORMLY IN LOCAL SCHOOL SYSTEMS FOR CODING UNSAFE INCIDENTS AND SERIOUS OR VIOLENT OFFENSES;
- (9) RESEARCH AND RECOMMEND THE USE OF COMMON ASSESSMENT TOOLS TO BE USED TO IDENTIFY SPECIFIC PROBLEMS AND NEEDS OF SCHOOLS AND NEIGHBORHOODS TO FACILITATE INTERVENTION BEFORE ASSESSED FINDINGS BECOME PROBLEMATIC;
- (10) ASSIST LOCAL SCHOOL SYSTEMS TO CONDUCT A THOROUGH ASSESSMENT OF THEIR SCHOOL SAFETY DATA, SCHOOL BUILDING LAYOUTS, AND USE OF HUMAN RESOURCES FOR MONITORING PURPOSES TO DETERMINE THE NEED FOR:

- (I) SURVEILLANCE AND OTHER SECURITY TECHNOLOGY;
- (II) INNOVATIONS TO MAXIMIZE THE USE OF HUMAN RESOURCES TO MONITOR ACTIVITY AND INFLUENCE POSITIVE RELATIONSHIP BUILDING;
- (11) MAINTAIN AND MAXIMIZE RELATIONSHIPS WITH EMERGENCY RESPONDERS, LAW ENFORCEMENT PERSONNEL, PARENTS, AND OTHER EMERGENCY PREPAREDNESS STAKEHOLDERS TO ENSURE SEAMLESS EXECUTION IN AN EMERGENCY EVENT, INCLUDING:
- (I) CONSOLIDATE RESOURCES AMONG STAKEHOLDERS TO MAXIMIZE SUPPORT AND SECURE NECESSARY SKILLS TO ENSURE EMERGENCY PLAN IMPLEMENTATION;
- (II) CONDUCT COLLABORATIVE TRAINING AND PREPARATION EXERCISES; AND
- (III) IDENTIFY IMPROVEMENTS AND ENSURE NONDUPLICATION OF EFFORT IN EMERGENCY RESPONSE PROCEDURES;
- (12) PROVIDE SAFETY INFORMATION ON TRAVELING TO AND FROM SCHOOL TO PARENTS AND STUDENTS TWICE A YEAR THAT INCLUDES DATA RELATED TO BUS AND PEDESTRIAN SAFETY, STRATEGIES FOR ENSURING PERSONAL SAFETY, EFFORTS OF THE LOCAL SCHOOL SYSTEM OR SCHOOL TO IMPROVE SAFETY, AND INFORMATION ON THE AVAILABLE OPTIONS FOR REPORTING INCIDENTS OR CONCERNS;
- (13) UTILIZE AND UPDATE AN EXISTING CLEARINGHOUSE OF LAW ENFORCEMENT RESOURCES THAT ARE AVAILABLE TO SUPPORT SCHOOL SAFETY TO ENSURE THAT IT INCLUDES INFORMATION REGARDING THE PURPOSE AND PROCESS FOR ACCESSING AVAILABLE FUNDING;
- (14) ASSIST LOCAL SCHOOL SYSTEMS TO IMPROVE AND MONITOR TRAFFIC CONTROL MEASURES IN THE IMMEDIATE VICINITY OF SCHOOLS TO REDUCE THE POTENTIAL FOR PEDESTRIAN AND VEHICLE ACCIDENTS;
- (15) ASSIST THE DEPARTMENT TO EVALUATE AND UPDATE CURRENT DATA SYSTEMS TO ENSURE THEY ARE BEST SUITED FOR PROVIDING USEFUL INFORMATION ON SCHOOL SAFETY ISSUES;

- (16) ASSIST LOCAL SCHOOL SYSTEMS TO MONITOR LOCAL SCHOOL SYSTEM AND INDIVIDUAL SCHOOL BEHAVIOR DATA TO ENSURE FAIRNESS IN THE APPLICATION OF CONSEQUENCES FOR STUDENT MISBEHAVIOR;
 - (17) ASSIST THE DEPARTMENT AND LOCAL SCHOOL SYSTEMS:
- (I) TO PREPARE AN ANNUAL REPORT THAT COMBINES MULTIPLE SCHOOL SAFETY DATA SYSTEMS INTO ONE FORMAT FOR PUBLIC REVIEW; AND
- (II) TO INCORPORATE NEW DATA POINTS INTO EXISTING DATA COLLECTION SYSTEMS;
- (18) ASSIST IN THE DEVELOPMENT OF SAFETY AND SECURITY CRITERIA FOR THE DESIGN AND OPERATION OF SCHOOL FACILITIES;
- (19) PROVIDE TECHNICAL ASSISTANCE TO LOCAL SCHOOL SYSTEMS IN THE REVIEW OF SAFETY AND SECURITY AUDITS AND THE IMPLEMENTATION OF IMPROVEMENTS IN SCHOOL FACILITIES; AND
- (20) FOSTER COORDINATION AMONG ALL ENTITIES RESPONSIBLE FOR ENSURING THE SAFETY AND SECURITY OF SCHOOL FACILITIES IN THE STATE.

7–1503.

- (A) THERE IS A GOVERNING BOARD OF THE CENTER.
- (B) THE GOVERNING BOARD SHALL INCLUDE THE FOLLOWING MEMBERS:
- (1) THE STATE SUPERINTENDENT, OR THE STATE SUPERINTENDENT'S DESIGNEE;
- (2) THE SECRETARY OF STATE POLICE, OR THE SECRETARY'S DESIGNEE;
- (3) THE ATTORNEY GENERAL, OR THE ATTORNEY GENERAL'S DESIGNEE;
- (4) THE SECRETARY OF THE DEPARTMENT OF DISABILITIES, OR THE SECRETARY'S DESIGNEE;

- (5) A REPRESENTATIVE OF LOCAL SUPERINTENDENTS OF SCHOOLS, APPOINTED BY THE PUBLIC SCHOOL SUPERINTENDENTS' ASSOCIATION OF MARYLAND;
- (6) A REPRESENTATIVE OF THE MARYLAND ASSOCIATION OF BOARDS OF EDUCATION, APPOINTED BY THE ASSOCIATION;
- (7) A SCHOOL PSYCHOLOGIST OR SOCIOLOGIST, APPOINTED BY THE STATE SUPERINTENDENT OF SCHOOLS; AND
- (8) FOUR MEMBERS OF THE PUBLIC, INCLUDING AT LEAST A PARENT OF A PUBLIC SCHOOL STUDENT, A REPRESENTATIVE OF A NONPUBLIC SCHOOL, AND A REPRESENTATIVE OF SCHOOL BUS DRIVERS, APPOINTED BY THE GOVERNOR WITH THE ADVICE AND CONSENT OF THE SENATE.
- (C) THE GOVERNOR SHALL APPOINT A CHAIR OF THE GOVERNING BOARD FROM AMONG ITS MEMBERS.
 - (D) A MEMBER APPOINTED BY THE GOVERNOR:
 - (1) SERVES AT THE PLEASURE OF THE GOVERNOR;
- (2) SERVES FOR A TERM OF 3 YEARS AND UNTIL A SUCCESSOR IS APPOINTED AND QUALIFIES; AND
- (3) MAY BE REAPPOINTED BUT MAY NOT SERVE MORE THAN TWO CONSECUTIVE TERMS.
 - (E) A MEMBER OF THE GOVERNING BOARD:
- (1) MAY NOT RECEIVE COMPENSATION AS A MEMBER OF THE GOVERNING BOARD; BUT
- (2) IS ENTITLED TO REIMBURSEMENT FOR EXPENSES UNDER THE STANDARD STATE TRAVEL REGULATIONS, AS PROVIDED IN THE STATE BUDGET.
 - (F) THE GOVERNING BOARD SHALL:
- (1) DEVELOP AN IMPLEMENTATION PLAN TO PHASE IN THE ESTABLISHMENT AND OPERATION OF THE CENTER;
- (2) PROVIDE GENERAL OVERSIGHT AND DIRECTION TO THE CENTER; AND

- (3) APPROVE THE ANNUAL BUDGET FOR THE CENTER.
- 7-1504.
- (A) THE GOVERNOR SHALL PROVIDE \$3,000,000 \$500,000 IN THE ANNUAL STATE BUDGET TO CARRY OUT THE PROVISIONS OF THIS SUBTITLE.
- (B) THE SUBJECT TO SUBSECTION (C) OF THIS SECTION, THE OPERATION OF THE CENTER SHALL BE SUPPORTED BY FUNDS:
- (1) AS PROVIDED BY THE GOVERNOR IN THE ANNUAL STATE BUDGET;
- (2) GRANTS OR OTHER ASSISTANCE FROM LOCAL EDUCATION AGENCIES;
 - (3) FEDERAL GRANTS; AND
- (4) ANY OTHER GRANTS OR CONTRIBUTIONS FROM PUBLIC OR PRIVATE ENTITIES RECEIVED BY THE CENTER.
- (C) THE GOVERNING BOARD SHALL DISTRIBUTE 10% OF EACH GRANT RECEIVED BY THE CENTER AS FOLLOWS:
- (1) If the grant is designated for the Center, in equal amounts to Bowie State University and, if satellite offices are established under § 7–1502(f) of this subtitle, the institutions of higher education where satellite offices are located;
- (2) If the grant is designated for the Center office at Bowie State University or for a satellite office, to the institution of higher education where the designated office is located; or
- (3) IF THE GRANT IS DESIGNATED FOR A COMBINATION OF CENTER OFFICES, TO THE INSTITUTIONS OF HIGHER EDUCATION WHERE THE DESIGNATED OFFICES ARE LOCATED.

7–1505.

(A) THE GOVERNING BOARD SHALL REPORT TO THE GOVERNOR AND, IN ACCORDANCE WITH § 2–1246 OF THE STATE GOVERNMENT ARTICLE, THE GENERAL ASSEMBLY ON OR BEFORE DECEMBER 15 OF EACH YEAR.

- (B) THE REPORT SHALL INCLUDE:
 - (1) A LIST OF ALL THE ACTIVITIES OF THE CENTER; AND
- (2) AN UPDATE ON THE CURRENT STATUS AND EFFECTIVENESS OF THE CENTER.

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect July 1, 2013.

Approved by the Governor, May 2, 2013.





Legislative Origin:

- General Assembly in 2011 passed legislation creating a Task Force to look at creating a School Safety Center
- Task Force consisted of 21 individuals who met 8 times from December 2011 thru December 2012 to assess the merits and needs for a Center
- Task Force made a series of recommendations for creating Safety Center
- General Assembly in 2013 created the Safety Center under House Bill 453 which was approved by Governor O'Malley on May 2, 2013
- The Center established as an independent unit of State Government
- A Center Governing Board established to:
 - Develop an implementation plan to phase in establishment and operation of the Center
 - Provide general oversight and direction to the Center
 - Approve the annual budget for the Center \$500,000
 - Dr. Lillian M. Lowery, State Superintendent of Schools, appointed Chair by Governor O'Malley



Key Center Mission Elements and Functions:

- Collaborate and partner with the State's school systems, law enforcement agencies, state and local government, parents, community organizations, and other stakeholders to provide a comprehensive, coordinated approach to school safety by:
 - Disseminating information on best practices, programs, and resources
 - Providing technical assistance and training; collaborate on collection, analysis, and integration of statewide data
 - Promoting interagency efforts that support safe schools for all students, parents, school staff, and community members
- Develop a website containing a searchable database of definitive research, books, videos, white papers, speakers, and other school safety resources
- Create a clearinghouse for stakeholders of research-based, and datadriven information, websites, and violence prevention strategies for creating and maintaining safe schools
- Research and recommend school safety/vulnerability assessment tools
- Assist Maryland State Department of Education in producing an annual report pertaining to school safety



Executive Director Appointment:

- Edward A. Clarke hired November 18, 2013 as Executive Director
 - 37 years combined law enforcement/school safety experience
- Center housed at the Maryland Coordination and Analysis Center

Center Outreach Efforts:

- Meetings and contacts made to establish partnerships with stakeholders
 - Virginia, Pennsylvania, and Kentucky School Safety Centers
 - U.S. Department of Education Office of Safe & Healthy Students
 - Public School Superintendents' Association of Maryland
 - 24 State School Superintendents & School Safety/Security Directors
 - Maryland Association of Boards of Education & Maryland PTA
 - Maryland Emergency Management Agency and Montgomery County
 Emergency Management & Homeland Security
 - Maryland Association of Campus Law Enforcement Administrators
 - Montgomery County Police Chief J. Thomas Manger
 - Maryland Chiefs of Police Association
 - Maryland Association of School Recourse Officers
 - Maryland Police and Correctional Training Commissions
 - Maryland State Education Association
 - Maryland School Psychologist Association
 - Staff from U.S. Senator Barbara Mikulski's Office



Center Accomplishments:

- Met with Governing Board on December 9, 2013 to discuss operational and implementation plan
- Met with Governing Board on February 10, 2014 to discuss progress and budgetary items
- Two-day site visit at the Virginia Center for School Safety
- Established School Safety Emergency Notification System via MEMA
 - To notify all 24 school safety/security directors of a school-related emergency or critical incident
- Staffing Requests:
 - Administrative Aide
 - Administrator School Safety/Emergency Preparedness
 - Administrator School Prevention/Intervention
- Contact Information: Edward A. Clarke, edward.clarke@mcac.maryland.gov, 443- 436-8800, Cell 301-370-3497