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July 6, 2022

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**VIA E-MAIL (IDTHEFT@OAG.STATE.MD.US)
AND FEDERAL EXPRESS**

Office of the Attorney General

Attn: Jeff Karberg, Administrator of the Identity Theft Program

Attn: Security Breach Notification

200 St. Paul Place

Baltimore, Maryland 21202

Re: Notification of a Potential Data Security Incident

Dear Mr. Karberg:

We represent Kinkead & Stilz, PLLC (“Kinkead”) in connection with a recent incident that may have affected the personal information of one (1) Maryland resident and are reporting a potential data security incident pursuant to MD. CODE ANN., COM. LAW § 14-3504(H). This notice will be supplemented, if necessary, with any new significant facts discovered subsequent to its submission. While Kinkead is notifying you of this incident, Kinkead does not waive any rights or defenses relating to the incident or this notice.

NATURE OF THE SECURITY BREACH OR UNAUTHORIZED USE OR ACCESS

Kinkead learned that an unauthorized third party gained access to one of its employee’s email accounts. Upon learning of the incident, Kinkead promptly secured the email account to prevent any further unauthorized access. Kinkead also engaged a forensic security firm to investigate the incident and confirm the security of its email and computer systems. That investigation involved reviewing the contents of the email account and it was determined that the account contained some individual personal information, including for the Maryland resident, name and Social Security number.

To date, Kinkead is not aware of any fraud or identity theft to any individual as a result of this incident, and the incident was limited to Kinkead’s email environment. Nevertheless, out of an abundance of caution, Kinkead is providing notice to you and the individuals whose information was found in the email account.

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NUMBER OF MARYLAND RESIDENTS AFFECTED

On or around March 25, 2022, Kinkead determined that the incident potentially impacted the personal information of one (1) Maryland resident. Kinkead mailed a notification letter to the individual via USPS mail on July 06, 2022. This notice included a contact number the individual can call should they have questions or require assistance. Kinkead also provided the individual a complimentary one-year membership of credit monitoring and identity theft protection through IDX. A copy of the notice sent to the involved individual is enclosed.

STEPS TAKEN RELATING TO THE INCIDENT

Upon learning of the incident, Kinkead promptly contained the incident by securing the email account to prevent further access. It also engaged a forensic firm to investigate and confirm the security of its email and computer systems. Kinkead has also taken steps to reduce the risk of a similar incident occurring in the future, including reviewing additional safeguards. Finally, as discussed above, Kinkead is notifying the involved individuals, providing them with complimentary credit monitoring services, and advising them on how they can protect themselves against fraudulent activity and identity theft.

CONTACT INFORMATION

Please contact me if you have any questions or if I can provide you with any further information concerning this matter.

Very truly yours,



Bruce A. Radke

Enclosure



10300 SW Greenburg Rd.
Suite 570
Portland, OR 97223

To Enroll, Please Call:
1-800-939-4170
Or Visit:
<https://app.idx.us/account-creation/protect>
Enrollment Code: <<XXXXXXXXXX>>

<<First Name>> <<Last Name>>
<<Address1>> <<Address2>>
<<City>>, <<State>> <<Zip>>

July 6, 2022

RE: NOTICE OF DATA BREACH

Dear <<First Name>> <<Last Name>>:

Kinkead & Stilz, PLLC values and respects the privacy and confidentiality of your information. Unfortunately, we are writing to advise you of an incident that may have involved some of your personal information. This letter provides some additional information about the incident and steps you can take to protect yourself from the misuse of your information.

What Happened? On February 1, 2022, we discovered that an unauthorized party gained access to one employee's email account. Upon learning of the incident, we promptly secured the email account to prevent any further unauthorized access. We also engaged a forensic security firm to investigate the incident and confirm the security of our email and computer systems. The investigation included a review of the contents of the email account, and on March 25, 2022, we determined that the account contained personal information.

What Information Was Involved? The information involved varies by individual, but may have included your name, <<Variable Data 1>>.

What We Are Doing. In addition to investigating the incident and taking steps to help prevent a similar incident from occurring in the future, we are offering complimentary identity theft protection services through IDX, the data breach and recovery services expert. IDX identity protection services include: <<12 months/ >> of credit and CyberScan monitoring, a \$1,000,000 insurance reimbursement policy, and fully managed id theft recovery services.

What You Can Do. You can find more information on steps to protect yourself against identity theft or fraud in the enclosed *Additional Important Information* sheet. While we are not aware of any fraud or misuse of your information, we encourage you to contact IDX with any questions and to enroll in the free identity protection services by calling 1-800-939-4170 or going to <https://app.idx.us/account-creation/protect> and using the Enrollment Code provided above. IDX representatives are available Monday through Friday from 9 am - 9 pm Eastern Time. Please note the deadline to enroll is October 6, 2022.

For More Information. For further information and assistance, please call 1-800-939-4170 from 9 am - 9 pm Eastern Time, Monday through Friday.

We sincerely apologize for any inconvenience or concern this incident might cause. We value the trust you place in us to protect your privacy and take our responsibility to safeguard your personal information seriously.

Sincerely,

Kinkead & Stilz, PLLC

Additional Important Information

1. IDX Identity Protection Enrollment. Go to <https://app.idx.us/account-creation/protect> and follow the instructions for enrollment using your Enrollment Code provided at the top of the letter.

2. Activate the credit monitoring provided as part of your IDX identity protection membership. The monitoring included in the membership must be activated to be effective. Note: You must have established credit and access to a computer and the internet to use this service. If you need assistance, IDX will be able to assist you.

3. Telephone. Contact IDX at 1-800-939-4170 to gain additional information about this event and speak with knowledgeable representatives about the appropriate steps to take to protect your credit identity.

As a precautionary measure, we recommend that you remain vigilant to protect against potential fraud and/or identity theft by, among other things, reviewing your account statements and monitoring credit reports closely. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company with which the account is maintained. You should also promptly report any fraudulent activity or any suspected incidents of identity theft to proper law enforcement authorities, including the police and your state's attorney general, as well as the Federal Trade Commission ("FTC").

You may wish to review the tips provided by the FTC on fraud alerts, security/credit freezes and steps you can take to avoid identity theft. For more information and to contact the FTC, please visit www.ftc.gov/idtheft or call 1-877-ID-THEFT (1-877-438-4338). You may also contact the FTC at Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

Credit Reports: You may obtain a free copy of your credit report once every 12 months from each of the three national credit reporting agencies by visiting www.annualcreditreport.com, by calling toll-free 1-877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print a copy of the request form at <https://www.annualcreditreport.com/manualRequestForm.action>.

Alternatively, you may elect to purchase a copy of your credit report by contacting one of the three national credit reporting agencies. Contact information for the three national credit reporting agencies for the purpose of requesting a copy of your credit report or for general inquiries is as follows:

Equifax
1-866-349-5191
www.equifax.com
P.O. Box 740241
Atlanta, GA 30374

Experian
1-888-397-3742
www.experian.com
P.O. Box 2002
Allen, TX 75013

TransUnion
1-800-888-4213
www.transunion.com
P.O. Box 2000
Chester, PA 19016

Fraud Alerts: You may want to consider placing a fraud alert on your credit report. A fraud alert is free and will stay on your credit report for one (1) year. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any new accounts in your name. To place a fraud alert on your credit report, contact any of the three national credit reporting agencies using the contact information listed above. Additional information is available at www.annualcreditreport.com.

Credit and Security Freezes: You may have the right to place a credit freeze, also known as a security freeze, on your credit file, so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A credit freeze can be placed without any charge and is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a credit freeze may delay your ability to obtain credit. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting companies as specified below to find out more information:

Equifax Security Freeze
1-888-298-0045
www.equifax.com
P.O. Box 105788
Atlanta, GA 30348

Experian Security Freeze
1-888-397-3742
www.experian.com
P.O. Box 9554
Allen, TX 75013

TransUnion Security Freeze
1-888-909-8872
www.transunion.com
P.O. Box 160
Woodlyn, PA 19094

This notification was not delayed by law enforcement.

Individuals interacting with credit reporting agencies have rights under the Fair Credit Reporting Act. We encourage you to review your rights under the Fair Credit Reporting Act by visiting https://files.consumerfinance.gov/f/documents/bcfc_consumer-rights-summary_2018-09.pdf, or by requesting information in writing from the Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

Maryland Residents: Maryland residents can contact the Office of the Attorney General to obtain information about steps you can take to avoid identity theft from the Maryland Attorney General's office at: Office of the Attorney General, 200 St. Paul Place, Baltimore, MD 21202, (888) 743-0023, <http://www.marylandattorneygeneral.gov/>.

North Carolina Residents: North Carolina residents can obtain information about preventing identity theft from the North Carolina Attorney General's Office at: North Carolina Attorney General's Office, Consumer Protection Division, 9001 Mail Service Center, Raleigh, NC 27699-9001; 877-5-NO-SCAM (Toll-free within North Carolina); 919-716-6000; www.ncdoj.gov.