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Via US Mail

September 23, 2024

Attorney General Anthony G. Brown
MD Office of Attorney General
200 St. Paul Place
Baltimore, MD 21202



Re: Data Incident Notification

Dear Attorney General Brown:

On behalf of our client, Center for Energy and Environment ("CEE"),¹ we are writing to provide information regarding a security incident involving consumer personal information (the "Incident").²

On April 18, 2024, CEE discovered that personal information of its clients and employees was likely accessible to an unauthorized actor(s) as a result of the Incident. Based on our investigation, it appears the Incident occurred at CEE at certain points between January 25 and May 6, 2024. During our investigations, we discovered that the scope of the initial incident may have involved other systems. CEE has not received any reports of actual data loss.

Upon learning of the Incident, CEE immediately launched an in-depth investigation to determine the scope of the Incident and identify those potentially affected. This included working with its information technology team and engaging third-party forensic experts in an effort to ensure the Incident did not result in any additional exposure to personal information and taking steps to confirm the integrity of CEE's systems. CEE also worked with third-party experts to determine what information may have been at risk.

On August 9, 2024, CEE's investigation was able to determine who may have been involved in the Incident and associated data elements. CEE has also reported the Incident to the proper law enforcement authorities to assist in its investigations and best protect from any incidents like this in the future. This communication was not delayed at the request of law enforcement.

¹ CEE's corporate address is: 212 N 3rd Ave Suite 560, Minneapolis, MN 55401.

² Please note that by providing this letter CEE is not agreeing to the jurisdiction of Maryland, or waiving its right to challenge jurisdiction in any subsequent actions. We are providing this notification as a courtesy.

CEE has determined at this point in its investigation that personal information relating to certain clients and employees vendors may have been disclosed to the unauthorized actor(s) as a result of the Incident. The following types of data may have been involved in this incident: personal information such as name, address, date of birth, social security number, driver's license number, financial information (such as account and routing numbers), and limited health information. Not all information was impacted for all individuals.

To date, CEE has identified **4883** individuals whose personal information may have been impacted by the Incident, of which **two** are believed to be Maryland residents.

On September 23, 2024, CEE completed the notification process and mailed notices to affected individuals. Enclosed is the specimen letter being provided to affected individuals so they can take steps to minimize the risk that their information will be misused. CEE has also made credit monitoring and ID restoration protection services available at no cost to potentially affected persons. For persons who timely enroll, these services will be available for 12 months.

CEE has taken numerous steps to protect the security of the personal information of the affected individuals. To help ensure an incident like this will not occur in the future, CEE is reviewing its policies and procedures to make sure employees are reminded about best practices on data security.

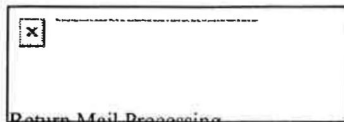
If you require any additional information on this matter, please do not hesitate to contact me.

Very truly yours,

JACKSON LEWIS P.C.

Rob Yang
Robert Yang, Esq.

Encl.



Return Mail Processing
PO Box 589
Claysburg, PA 16625-0589

September 23, 2024

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SAMPLE A SAMPLE - L01



APT ABC
123 ANY STREET
ANYTOWN, FC 1A2 B3C
COUNTRY



RE: Important Security Notification. Please read this entire letter.

Dear Sample A. Sample:

At Center for Energy and Environment ("CEE") we value and respect the privacy of your information, which is why we are writing to inform you that we recently learned that some of your personal information may have been subject to unauthorized access or acquisition as the result of a cyberattack (the "Incident"). While we are not aware of any misuse of your information, we are providing this notice to inform you of the Incident and to call your attention to steps you may take to better protect against the possibility of identity theft and fraud, should you feel it is necessary to do so.

What Happened?

On April 18, 2024, CEE discovered that your personal information was likely accessible to an unauthorized actor(s) as a result of the Incident. Based on our investigation, it appears the Incident occurred at CEE at certain points between January 25 and May 6, 2024. During our investigations, we discovered that the scope of the initial incident may have involved other systems. CEE has not received any reports of actual data loss.

What Information Was Involved?

The following types of data may have been involved in this incident: personal information such as your name, address, date of birth, social security number, driver's license number, financial information such as account and routing numbers, and limited health information. Not all information was impacted for all individuals.

What Are We Doing?

Upon learning of the Incident, CEE launched an in-depth investigation to determine the scope of the Incident and identify those potentially affected. This included working with our information technology team and engaging third-party forensic experts in an effort to ensure the Incident did not result in any additional exposure to personal information and taking steps to confirm the integrity of CEE's systems. We also worked with third-party experts to determine what information may have been at risk. On August 9, 2024, CEE's investigation determined that your information may have been involved in the Incident. CEE has also reported the Incident to the proper law enforcement authorities to assist in our investigations and best protect from any incidents like this in the future. This communication was not delayed at the request of law enforcement. As an added precaution, we are also offering complimentary access to identity monitoring, fraud consultation, and identity theft restoration services. If you wish to receive these services, activation instructions are below.

What You Can Do.

The attached sheet describes steps you can take to protect your identity and personal information. To help protect your identity, we are offering complimentary access to Experian IdentityWorkssm for ## months.



If you believe there was fraudulent use of your information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent. If, after discussing your situation with an agent, it is determined that identity restoration support is needed then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that Identity Restoration is available to you for ## months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration.

While identity restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorks as a complimentary ##-month membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your personal information, please follow the steps below:

- Ensure that you **enroll by December 31, 2024** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: <https://www.experianidworks.com/credit>
- Provide your **activation code: ABCDEFGHI**

If you have questions about the product, need assistance with Identity Restoration that arose as a result of this incident, or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at 833-931-4373 by December 31, 2024. Be prepared to provide engagement number ENGAGE# as proof of eligibility for the Identity Restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR ##-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP

A credit card is not required for enrollment in Experian IdentityWorks. You can contact Experian immediately regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.*
- **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **\$1 Million Identity Theft Insurance**:** Provides coverage for certain costs and unauthorized electronic fund transfers.

For More Information.

We sincerely regret any inconvenience or concern caused by this incident. We are committed to maintaining the security and privacy of personal information. We want you to be assured that we are taking steps to minimize the chances of a similar occurrence happening again. If you have further questions or concerns, or would like an alternative to enrolling online, please call 833-931-4373 (toll free), Monday through Friday, from 8am - 8pm Central Time (excluding major U.S. holidays). Be prepared to provide your engagement number ENGAGE#.

Sincerely,

Center for Energy and Environment
212 North 3rd Avenue
Minneapolis, MN 55401

* Offline members will be eligible to call for additional reports quarterly after enrolling.

** The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

ADDITIONAL RECOMMENDED STEPS

We recommend you remain vigilant and consider taking the following steps to avoid identity theft, obtain additional information, and protect your personal information:

- Order Your Free Credit Report at www.annualcreditreport.com, call toll-free at 877-322-8228, or complete the Annual Credit Report Request Form on the U.S. Federal Trade Commission's website at www.ftc.gov. When you receive your credit report, review the entire report carefully. Look for any inaccuracies and/or accounts you don't recognize and notify the credit bureaus as soon as possible in the event there are any. You have rights under the federal Fair Credit Reporting Act ("FCRA"). These include, among others, the right to know what is in your file; to dispute incomplete or inaccurate information; and to have consumer reporting agencies correct or delete inaccurate, incomplete, or unverifiable information.
- Place a Fraud Alert on Your Credit File. A fraud alert helps protect you against an identity thief opening new credit in your name. With this alert, when a merchant checks your credit history when you apply for credit, the merchant will receive a notice that you may be a victim of identity theft and to take steps to verify your identity. You also have the right to place a "security freeze" on your credit file. A security freeze generally will prevent creditors from accessing your credit file at the three nationwide credit bureaus without your consent. You can place a fraud alert or request a security freeze by contacting the credit bureaus. The credit bureaus may require that you provide proper identification prior to honoring your request.

Equifax	P.O. Box 105069 Atlanta, GA 30374	1-800-525-6285	www.equifax.com
Experian	P.O. Box 9554 Allen, TX 75013	1-888-397-3742	www.experian.com
TransUnion	P.O. Box 2000 Chester, PA 19016	1-800-680-7289	www.transunion.com

- Remove your name from mailing lists of pre-approved offers of credit for approximately six months.
- If you aren't already doing so, please pay close attention to all bills and credit-card charges you receive for items you did not contract for or purchase. Review all of your bank account statements frequently for checks, purchases or deductions not made by you. Note that even if you do not find suspicious activity initially, you should continue to check this information periodically since identity thieves sometimes hold on to stolen personal information before using it.
- The Federal Trade Commission ("FTC") offers consumer assistance and educational materials relating to identity theft, privacy issues, and how to avoid identity theft. You may also obtain information about fraud alerts and security freezes from the consumer reporting agencies, your state Attorney General, and the FTC. If you detect any incident of identity theft or fraud, promptly report the incident to your local law enforcement authorities, your state Attorney General, and/or the Federal Trade Commission ("FTC"). You can learn more about how to protect yourself from becoming an identity theft victim (including how to place a fraud alert or security freeze) by contacting the FTC at 1-877-IDTHEFT (1-877-438-4338), or www.ftc.gov/idtheft. The mailing address for the FTC is: Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW Washington, DC 20580.
- *For District of Columbia Residents:* You can obtain additional information about steps to take to avoid identity theft from the Office of the Attorney General for the District of Columbia, 441 4th Street, NW, Washington, DC 20001, 202-727-3400, www.oag.dc.gov.
- *For Maryland Residents:* You can obtain information about steps you can take to help prevent identity theft from the Maryland Attorney General at: 200 St. Paul Place, Baltimore, MD 21202, 888-743-0023, www.oag.state.md.us.



- *For New Mexico Residents:* You have rights under the federal Fair Credit Reporting Act (FCRA). These include, among others, the right to know what is in your file; to dispute incomplete or inaccurate information; and to have consumer reporting agencies correct or delete inaccurate, incomplete, or unverifiable information. For more information about the FCRA, please visit <https://www.consumer.ftc.gov/articles/pdf-0096-fair-credit-reporting-act.pdf> or www.ftc.gov. In addition, New Mexico consumers may obtain a security freeze on your credit report to protect your privacy and ensure that credit is not granted in your name without your knowledge. You may submit a declaration of removal to remove information placed in your credit report as a result of being a victim of identity theft. You have a right to place a security freeze on your credit report or submit a declaration of removal pursuant to the Fair Credit Reporting and Identity Security Act. For more information about New Mexico consumers obtaining a security freeze, go to <http://consumersunion.org/pdf/security/securityNM.pdf>
- *For New York Residents:* You may also contact the following state agencies for information regarding security breach response and identity theft prevention and protection information: 1) New York Attorney General, (212) 416-8433 or <https://ag.ny.gov/internet/resource-center>; or 2) NYS Department of State's Division of Consumer Protection, (800) 697-1220 or <https://dos.ny.gov/consumer-protection>.
- *For North Carolina Residents:* You can obtain information about steps you can take to help prevent identity theft from the North Carolina Attorney General at: 9001 Mail Service Center, Raleigh, NC 27699, 1-877-566-7226, www.ncdoj.gov.
- *For Rhode Island Residents:* You can obtain information from the Rhode Island Attorney General about steps you can take to help prevent identity theft at: 150 South Main Street, Providence, RI 02903, (401) 2744400, www.riag.ri.gov. The incident affected 153 Rhode Island residents.

4879-7904-2022, v. 2