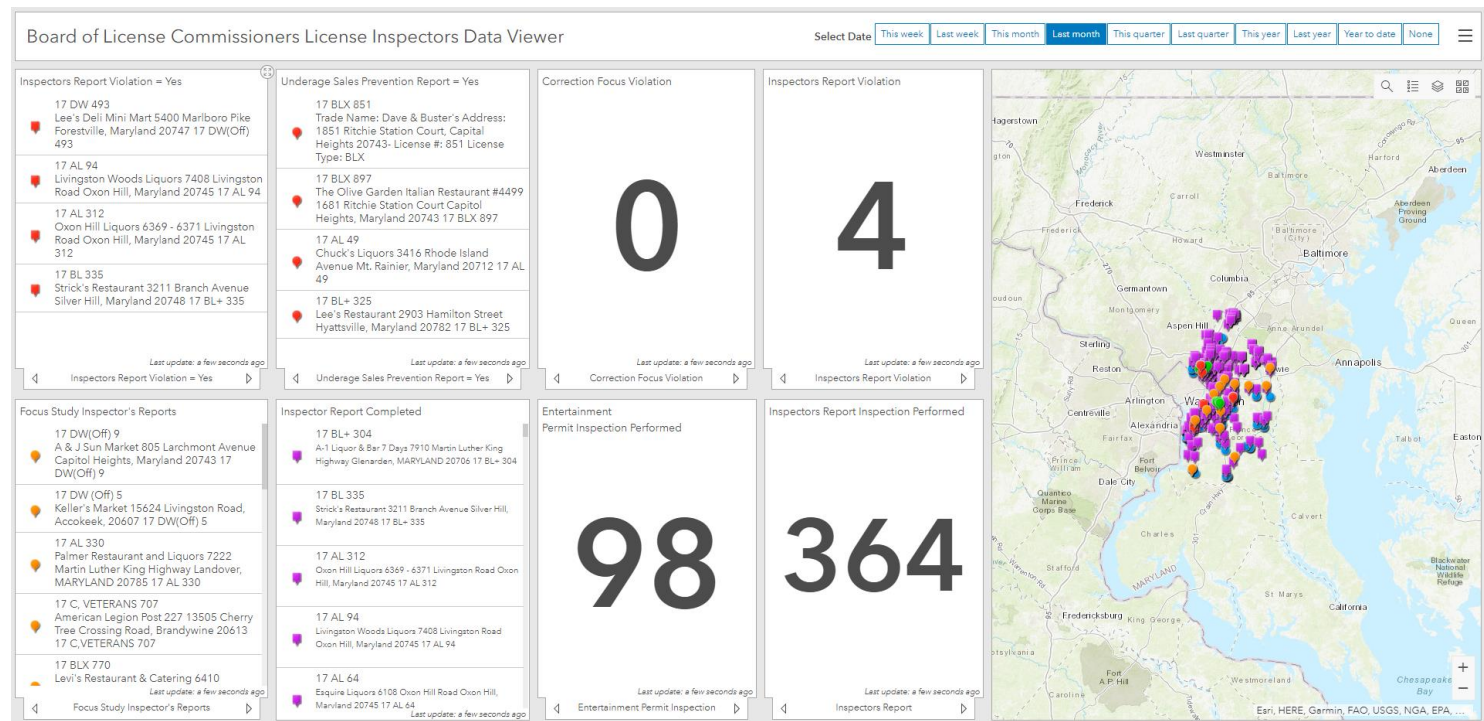




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County Executive



LIQUOR LICENSE INSPECTION APP

To reduce costs and simplify the management of the inspections, BLC streamlined the inspection process and automated reporting by leveraging Survey123 and Workforce.

Teddy Hailegeberel

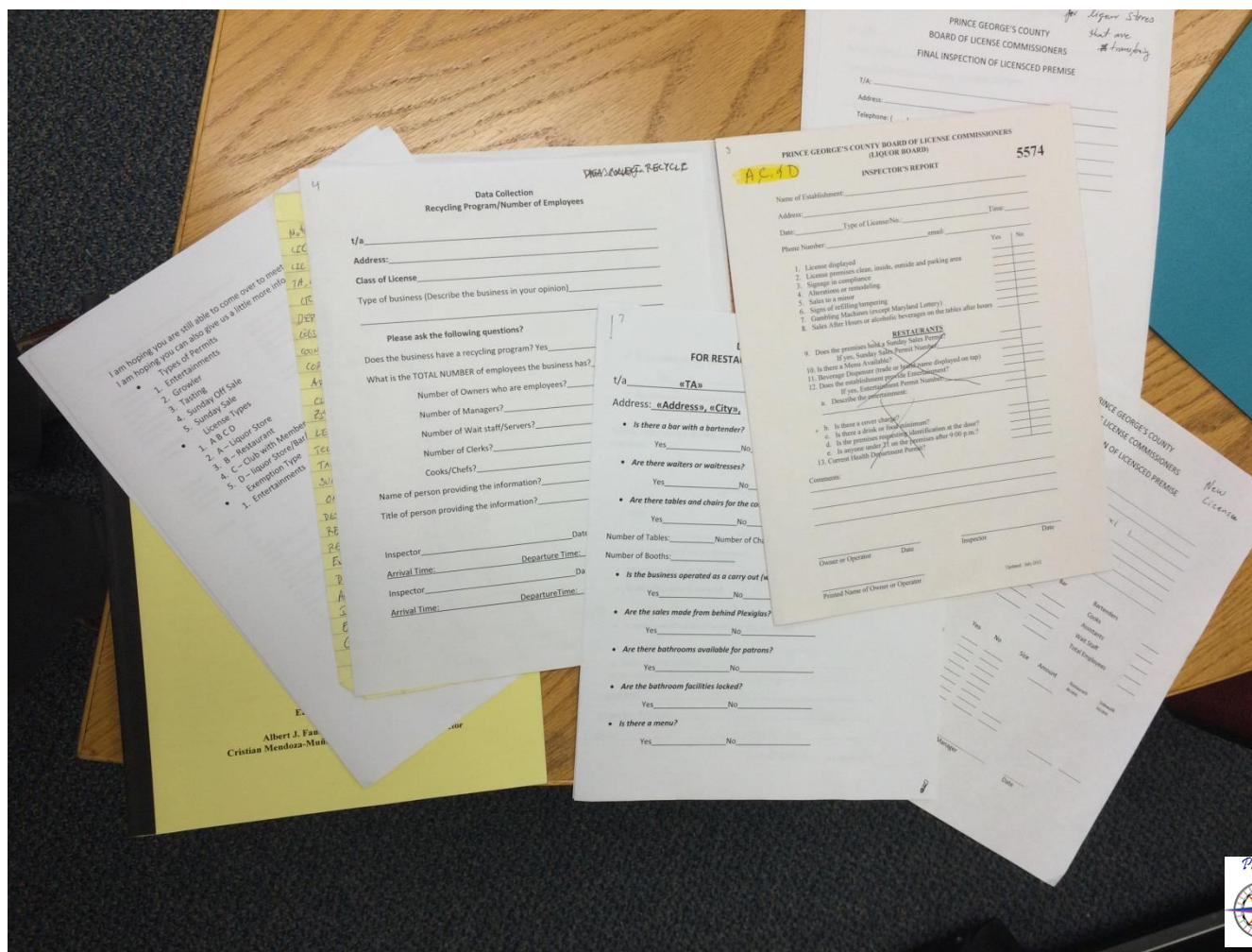




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HOW THINGS WERE DONE BEFORE

Forms were completed via paper and turned in at the end of inspector shift.





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HOW THINGS WERE DONE BEFORE

Database was based on Access with no particular organization

The screenshot shows the Microsoft Access interface with the 'Basic Info' table selected. The table contains the following columns: Lease, Beer Tasti, Beer and Wine Ta, Description, Renewal Fee, Renewa, entertainment 2, drive in window, Alcohol Awareness, Inspection, Email Ad, Field1, and Growlers. The data rows include various entries such as 'Liquor Store', 'Restaurant', 'Bowling Alley', and 'Hotel', with associated renewal fees and dates.

Lease	Beer Tasti	Beer and Wine Ta	Description	Renewal Fee	Renewa	entertainment 2	drive in window	Alcohol Awareness	Inspection	Email Ad	Field1	Growlers
2021			O Liquor Store	\$910.00	✓	N/A	NO	1/16/2016		surjit0816@		
2023			O Liquor Store	\$910.00	✓	N/A	DRIVE-IN WINDOW	10/19/2017		n/a		
2016		✓	O Liquor Store	\$910.00	✓	N/A	NO	1/29/2017		n/a		
2025			O Liquor Store	\$910.00	✓	N/A	DRIVE-IN WINDOW	2/5/12		n/a		
2015			O Liquor Store	\$910.00	✓	N/A	NO	5/21/2018		n/a		
2037			O Liquor Store	\$910.00	✓	N/A	NO	1/29/2017		Sai&Sons@		
2015			O Carry Out	\$245.00	✓	N/A	NO			n/a		
Deed			O Restaurant w/Off	\$2,420.00	✓	PREMISES HOLDS AN ENTER	DRIVE-IN WINDOW	11/29/2017		michellekir		
Deed			O Restaurant	\$5,000.00	✓	ONLY FAMILY ORIENTATED	NO	3/3/2019		jpeterson@		
2022			O Restaurant	\$1,455.00	✓	ONLY FAMILY ORIENTATED	NO	5/24/2016		n/a		
2020			O Restaurant	\$1,455.00	✓	NO ENTERTAINMENT PERM	NO	3/26/2017		VWTony@		
2024			O Liquor Store	\$910.00	✓	N/A	NO	3/3/2017		n/a		
2027			O Liquor Store	\$910.00	✓	N/A	NO	7/21/2018		n/a		
2018			O Carry Out	\$365.00	✓	NO ENTERTAINMENT PERM	NO	11/5/2015		ymp717@y		
Deed			O Veterans	\$910.00	✓	CLASS C LICENSE	NO	10/19/2017		n/a		
deed			O Veterans	\$910.00	✓	CLASS C LICENSE	NO			n/a		
2024			O Restaurant	\$1,455.00	✓	ONLY FAMILY ORIENTATED	NO	2024		n/a		
2012			O Restaurant	\$1,455.00	✓	ONLY FAMILY ORIENTATED	NO			n/a		
2024			O Bowling Alley	\$365.00	✓	ONLY FAMILY ORIENTATED	NO			normanhav		
Month to Month			O Bowling Alley	\$365.00	✓	ONLY FAMILY ORIENTATED	NO			normanhav		
2019			O Restaurant	\$3,025.00	✓	ONLY FAMILY ORIENTATED	NO	4/12/2015		blutton@pi		
2025			O Restaurant	\$3,025.00	✓	ONLY FAMILY ORIENTATED	NO	4/12/15		blutton@pi		
2017			O Restaurant	\$3,025.00	✓	ONLY FAMILY ORIENTATED	NO	4/12/15		blutton@pi		
2020			O Restaurant	\$1,455.00	✓	ONLY FAMILY ORIENTATED	NO	4/12/15		blutton@pi		
2020			O Restaurant	\$3,025.00	✓	ONLY FAMILY ORIENTATED	NO			blutton@pi		
2015			O Liquor Store	\$910.00	✓	N/A	NO	9/13/2015		lmhav@cor		
Deed			O Hotel	\$5,000.00	✓	PREMISES HOLDS AN ENTER	NO	3/2/2019		n/a		
Deed			O Restaurant w/Off	\$2,420.00	✓	NO ENTERTAINMENT PERM	NO	1/22/2019		n/a		
2017			O Liquor Store	\$910.00	✓	N/A	NO	2/8/2016		astorhomei		
2019			O Liquor Store	\$910.00	✓	N/A	NO	1/26/2018		n/a		
2019			O Restaurant	\$3,025.00	✓	ONLY FAMILY ORIENTATED	NO			alfaomegat		
Deed			O Restaurant	\$1,455.00	✓	PREMISES HOLDS AN ENTER	NO	4/7/2016		clrickett@a		
2012			O Liquor Store	\$910.00	✓	N/A	DRIVE-IN WINDOW	5/21/2018		Bloss401@i		
2015			O Restaurant	\$1,455.00	✓	NO ENTERTAINMENT PERM	NO			pjwilson19		
2024			O Restaurant	\$1,455.00	✓	PREMISES HOLDS AN ENTER	NO	11/6/2018		ddmlee@y		



HOW TO FIX THE PROBLEM (STRATEGY)

Identify

- Identify how they stored their data.
- Identify all forms used for inspection.
- Identify areas that can be broken up into sections based on cluster of establishments.

Conversion

- Geocode all business with liquor licenses and create a web map.
- Using Survey123 create multiple forms to convert inspection forms and store the data.

Design

- Design a database using SDE to store the data from Survey123 forms (backups).
- Design a web app that will hold all the data for viewing and reporting purpose.

Create

- Create a web application that will utilize ESRI Collector services.
- Create a web app using ArcGIS online that serves as dashboard. This app will also update data by admins.
- Create Dashboards for viewing data and integrate their reporting templates with Survey123.
- Create workforce project, associate all field crew with workforce.



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County Executive

CREATED FORMS USING SURVEY123

My Surveys [+ Create a New Survey](#)

Surveys I own ▾ 🕒 ⚡

Record(s): 541 [🔗](#)

Entertainment Permit V2
by teddy_hailegebere1

[📝](#) [🔗](#) [📊](#) [📄](#) [⋮](#)

Record(s): 119 [🔗](#)

Trail Audit V2
by teddy_hailegebere1

[📝](#) [🔗](#) [📊](#) [📄](#) [⋮](#)

Record(s): 0 [🔗](#)

Correction Focus Inspector's Report V2
by teddy_hailegebere1

[📝](#) [🔗](#) [📊](#) [📄](#) [⋮](#)

Record(s): 2,200 [🔗](#)

Inspectors Report V2
by teddy_hailegebere1

[📝](#) [🔗](#) [📊](#) [📄](#) [⋮](#)

Record(s): 30 [🔗](#)

Focus Study Inspectors Report V2
by teddy_hailegebere1

[📝](#) [🔗](#) [📊](#) [📄](#) [⋮](#)

Record(s): 76 [🔗](#)

Underage Sales Prevention Report V2
by teddy_hailegebere1

[📝](#) [🔗](#) [📊](#) [📄](#) [⋮](#)

Record(s): 361 [🔗](#)

Underage Sales Prevention Report
by teddy_hailegebere1

[📝](#) [🔒](#) [📊](#) [📄](#) [⋮](#)

Record(s): 20 [🔗](#)

Violation Reporting Forms
by teddy_hailegebere1

[📝](#) [🔒](#) [📊](#) [📄](#) [⋮](#)



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CREATED FORMS USING SURVEY123

My Surveys

- Correction Focus Study
- Entertainment Permit
- Final Inspection for Salon
- Final Inspection Off Sale
- Final Inspection On Sale
- Focus Study Inspector's Reports
- Hours of Operation Registration
- Inspectors Report
- Posting Form
- Sign-In-Out & Mileage
- Underage Sales Prevention Report
- Violation Reporting Forms

Violation Reporting Form

Prince George's County Board of License Commissioners Violation Reporting Form

Record Location *

38°55'N 76°51'W ± 16.08 m

License Number

Name of Establishment and Information
Scanned barcode to get the information

Name of Establishment
Write in the name of the business or trade

Address

Date *

Thursday, September 20, 2018

Final Inspection Off Sale

PRINCE GEORGE'S COUNTY BOARD OF LICENSE COMMISSIONERS
FINAL INSPECTION OF LICENCED PREMISE

Record Location *

38°55'N 76°51'W ± 10.72 m

Name of Establishment
Write in the name of the business or trade

Address
Write in the address of the business or trade

Date *

Thursday, September 20, 2018

Time *

4:50 PM

Phone Number *



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SUPERVISORS VIEW SURVEY123 DATA

Survey123 for ArcGIS ▾ My Surveys Help

Tewodros ▾

Inspectors Report V2

Overview

Design

Collaborate

Analyze

Data

Settings



1/2/19 - 6/3/19

Filter

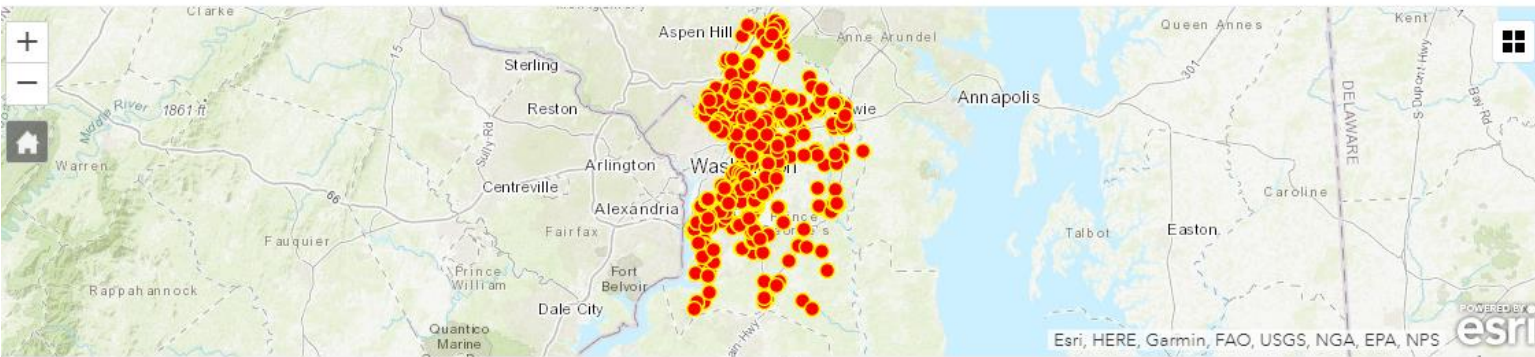
Report (Beta)

Export ▾

Open in Map Viewer

Show individual response ☒

2,200/2,200



Inspectors_Report_V2 (Features: 2200, Selected: 1)

License Number	Name of Establishment and Information	Name of Establishment	Address	Date	Time	Is this business Open?	Is the license current, in under glass 30)
17 AL 81	Kaywood Liquors 2205 Varnum Street Mt. Rainier, MARYLAND 20712 17 AL 81			Jun 3, 2019	12:39	Yes	Yes
17 AL 49	Chuck's Liquors 3416 Rhode Island Avenue Mt. Rainier, Maryland 20712 17 AL 49			Jun 3, 2019	12:35	Yes	Yes





SUPERVISORS VIEW SURVEY123 DATA

[My Surveys](#) [Help](#)

Tewodros ▾

Overview Design Collaborate Analyze **Data** Settings

7/5/18 - 6/3/19

Filter

Report (Beta)

Export

Open in Map Viewer

Show individual response

20/20

ⓧ ⓧ

1. Choose records to include

Selected records only (1)

☐ All records in the table (20)

 [Manage templates](#)

Generate_Inspector_Violation_Report

Item title ✱

Folder ★

teddy_hailegeberel's root folder

>

Violation_Reporting_Fo

License Number

17 811 BW

17 811 BW

17 147 AL

Navigation icons: back, forward, search, and other controls.

License Number

17 811 BW

Name of Establishment

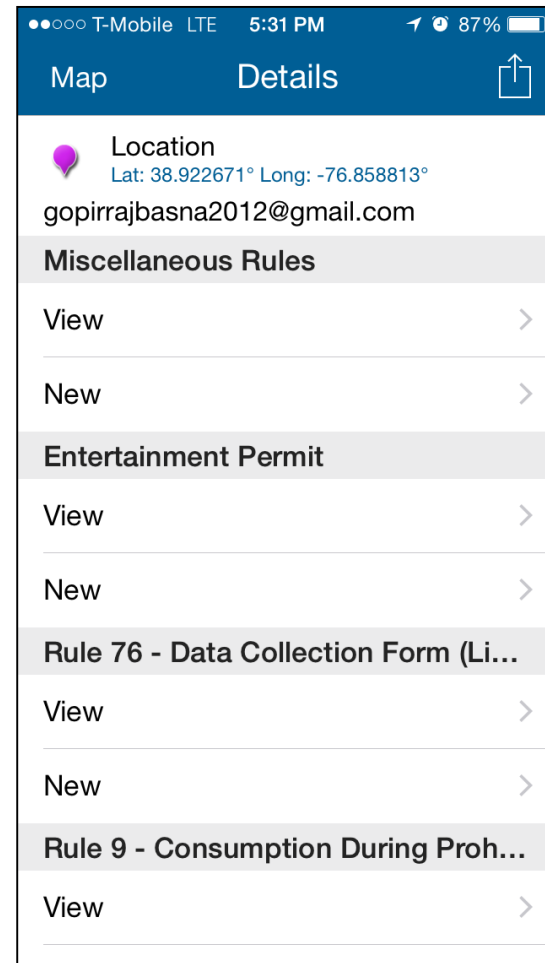
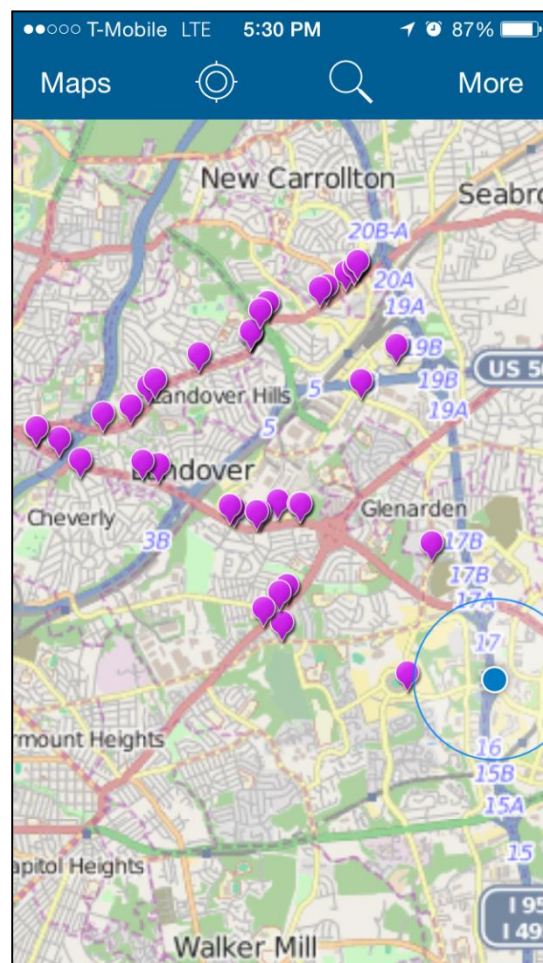
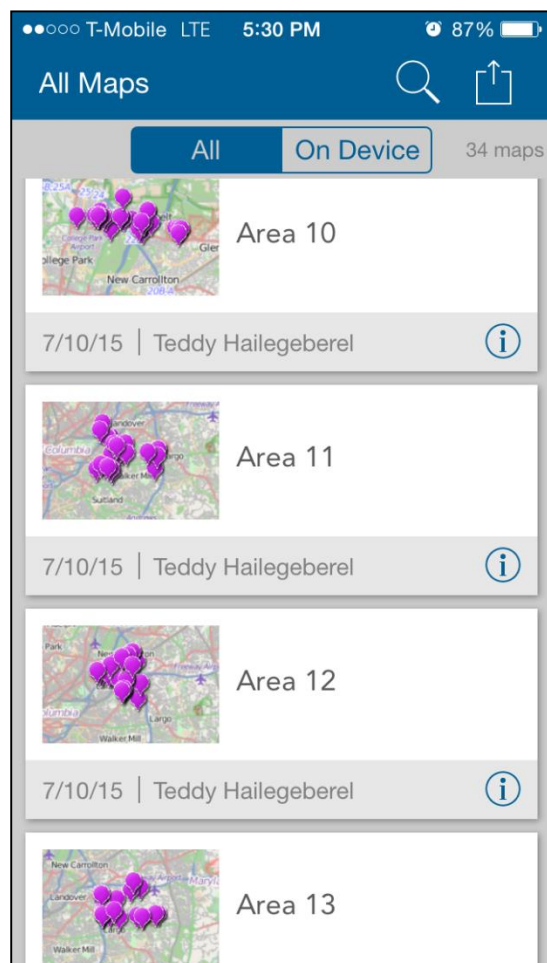
College Park Liquors

Address

8147 Baltimore Avenue, College Park, MD



INSPECTION AREAS ON ESRI COLLECTOR APP



- ESRI Collector App allows inspector to select area that is assigned to them and submit forms directly over the app. This will reduce paper work and travel time for inspector. – before Workforce for ArcGIS was developed.



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WORKFORCE FOR ARCGIS



Workforce for ArcGIS

My Projects

Resources

TH

Tewodros

Projects

Create Project



Testing For Workforce Liquor Board

September 19, 2018 •

Tewodros Hailegeberel



Workforce for Liquor Board V2

February 4, 2019 •

Tewodros Hailegeberel

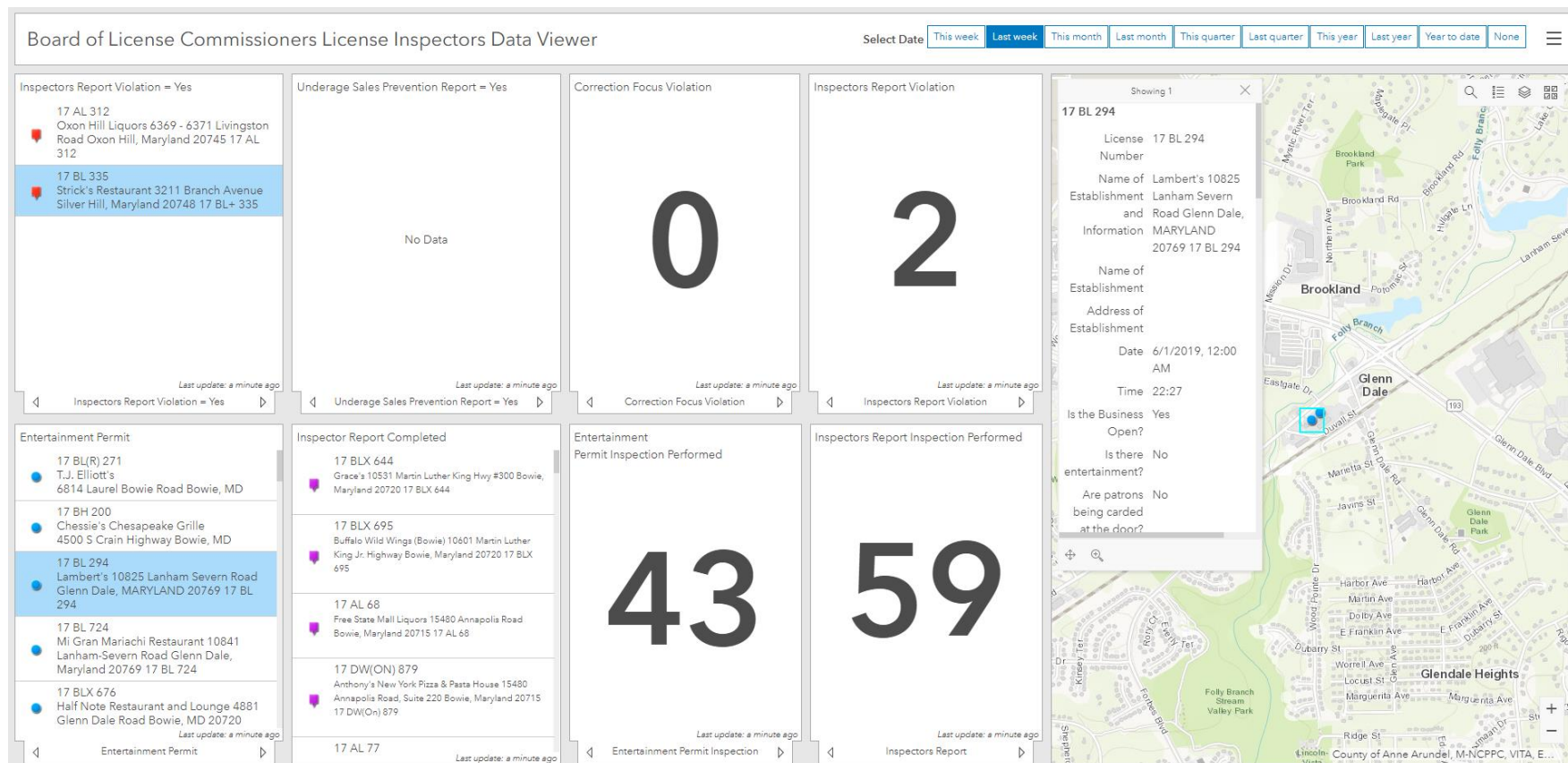






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DASHBOARD APP WITH TOOLS




- Dashboard was built using Operation Dashboard. It was designed to help supervisors get overall understanding of how many inspections were performed and violations records found.



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BUILDING LICENSE MANAGEMENT APPLICATION





Welcome to Board of License Commissioners License Manager System


[Logout](#)


[Dashboard](#)
[View & Renew Business License](#)
[View Reports](#)
[Print License](#)
[Print Special Entertainment Permit](#)
[Add New Business](#)
[View Violation](#)


Dashboard


**620**
Number Business with Licenses
[View Details](#)


**1**
Licenses Expiring on 06/03/2019
[View Details](#)


**8**
Licenses Expiring in 2019
[View Details](#)

**0**
Licenses Expiring in 6 Months Jan, 2020
[View Details](#)

**27**
Business Alcohol Awareness Certification Expiring in 2019
[View Details](#)

**6**
Business with Delivery Permit
[View Details](#)

**13**
Business with Growlers Permit
[View Details](#)

**155**
Business with Tasting Permit
[View Details](#)

Recently Changed Data (Within the last year)

License Number	License Type	Trade Name	Last Edited Date
----------------	--------------	------------	------------------

- Dashboard site for allowing admins to view, edit, or create inspection records, and send violation notification emails



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[View Violation](#)

Business with Licenses Table View All Data

In this table you are able to edit, delete and view your data

Modify Record in Table	License Number	License Type	Trade Name	Description
 	5	DW(Off)	Keller's Market	Carry Out
 	6	DW(Off)	Urban Market	Gas Station
 	7	Expired	Kim's Market	Carry Out
 				



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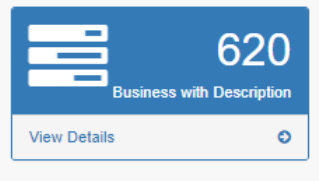
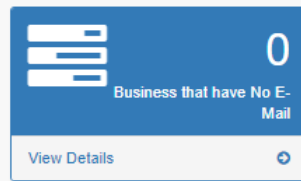
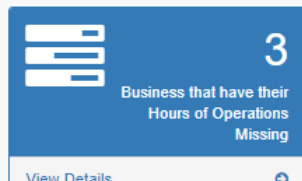
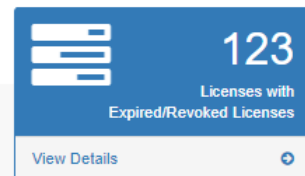
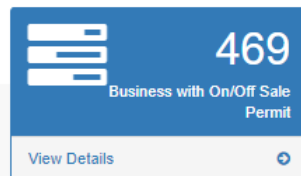
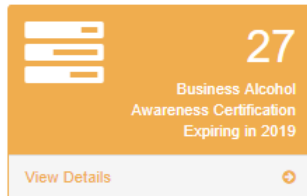
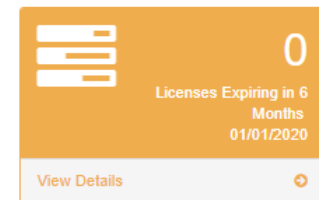
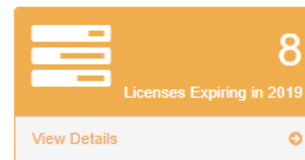
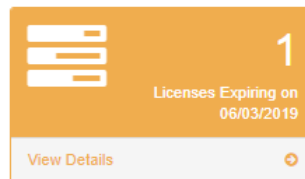
[Print License](#)

[Print Special Entertainment Permit](#)

[Add New Business](#)

[View Violation](#)

Report Dashboard





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BUILDING LICENSE MANAGEMENT APPLICATION



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- [View & Renew Business License](#)
- [View Reports](#)
- [Print License](#)
- [Print Special Entertainment Permit](#)
- [Add New Business](#)
- [View Violation](#)

Print Business Licenses

Select the business you would like to print licenses

	License Number	License Type	Description	Trade Name
Print License	5	DW(Off)	Carry Out	Keller's Market
Print License	6	DW(Off)	Gas Station	Urban Market
Print License	7	Expired	Carry Out	Kim's Market
Print License	8	DW(R)	Carry Out	Triangle Beer, Wine and Convenience
Print License	9	DW(Off)	Carry Out	A & J Sun Market



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[View Reports](#)

[Print License](#)

[Print Special Entertainment Permit](#)

[Add New Business](#)

[View Violation](#)

Add New Business License Data Records

Add New Record

Select image to upload:

[Choose File](#) No file chosen

[Upload Image](#)

License Number	License Type	Trade Name	Description
<input type="text" value="932"/>	<input type="text" value="A"/>	<input type="text" value="Name of Business"/>	<input type="text"/>
Central Registration Number	Department ID	Councilmatic District	Legislative District
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Alcohol Awareness Expire Date	License Renewal Date	License Renewal Fee	License Expire Date
<input type="text" value="08/03/2019"/>	<input type="text" value="08/03/2019"/>	<input type="text"/>	<input type="text" value="08/03/2019"/>
Street Address	City	Zip	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address			
<input type="text"/>			
Lease		Corporate Name	
<input type="text"/>		<input type="text"/>	
License Holder Title 1	License Title Holder First Name	License Title Holder Last Name	License Holder Resident Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
License Holder Percentage of Ownership			





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- [View & Renew Business License](#)
- [View Reports](#)
- [Print License](#)
- [Print Special Entertainment Permit](#)
- [Add New Business](#)
- [View Violation](#)

Violation Records

[Add Violation Record](#)

[Download Report as CSV](#)

Violation Records Tables

Modify Record in Table	Violation Record Number	License Number	License Type	Trade Name
Update Violation Delete Violation Record	1	171	DW(R)	House of Lee Restaurant
Update Violation Delete Violation Record	2	111	AL	Liquor King
Update Violation Delete Violation Record	3	42	AL	Calverton Liquors
Update Violation Delete Violation Record	4	272	BL(R)	T.J.'s of Calverton
Update Violation Delete Violation Record	5	67	AL	Freddie's Liquor Store
Update Violation Delete Violation Record	6	347	BLX	Applebee's (Forestville)



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CHALLENGES

- Setting up standards when deciding on how or what forms are displayed. We went through a few iterations of database design deciding to put all the data into one table vs breaking out all the forms into different tables.
- We had to make sure it was user friendly. We could not make assumption “inspectors will figure out how to use it”.
- E-mail violations using templates
- Data use by inspectors – make it easy for all to understand so they can use it for reporting.



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CHALLENGES

- In the future we need to make sure all fields are set to text. We found out it was best to have all fields in text format because it was easy to manage for backend perspective.
- All fields should be drop down options. It will reduce errors from users.
- We are still learning and are open to suggestions.

ADDITIONAL FEATURES

- Administrators still needed easy ways to manage their data. They have no GIS personnel who can manage it full-time. Thus we came up with a web form to view records and enter new data directly with our SDE server.
- Features were also added to edit previous records from the web site.
- Python scripts were created for report of all inspected establishments and create excel/csv file for admins.
- Finally, a standardized e-mail service was constructed to send violation notifications to establishments.



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County Executive

LESSONS LEARNED

- The Board of License Commissioners in Prince George's County is responsible for managing and inspecting all liquor license establishments. The BLC daily inspects establishments using several inspection forms. Even though the inspections were not complicated, manually managing the related data and photos was becoming challenging. To reduce costs and simplify the management of the inspections, BLC streamlined the inspection process and automated reporting by leveraging Survey123 and Workforce.



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QUESTIONS?

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