

CAPE VINCENT POLICE DEPARTMENT

POLICY AND PROCEDURES

SUBJECT: ACTIVITIES Logging into Spillman Mobile	POLICY NUMBER: CV-40-21-03-01 SUPERSEDES: All Previous AMENDED: EFFECTIVE DATE: 05/11/2021 Page 1 of 2 Pages
AUTHORITY OF:	Shaun Cuddeback, Officer In Charge Date: 05/11/2021 @ 907
REFERENCE:	

POLICY: Consistent with our values to protect and serve in a professional manner, it will be the policy of the Cape Vincent Police Department to utilize the Spillman software provided by Jefferson County to maintain continuity of information dissemination and promote officer safety through the software's Automatic Vehicle Location (AVL) system.

PURPOSE: Use of the Spillman software is intended to provide all law enforcement personnel with the most up-to-date call and Be-On-The-Lookout (BOLO) information, while promoting officer safety through the software's AVL system. Maintaining a logged-in status will also allow for instant communication amongst all persons logged in.

PROCEDURE:

- I. Spillman Mobile:
 - A. At the beginning of shift it will be the responsibility of each member to contact the Jefferson County 911 Dispatch Center to advise that they are in service. The member will confirm with the dispatch center that they have been assigned to a unit, allowing for logging into Spillman Mobile.
 - B. When a member enters their patrol vehicle they will immediately log into Spillman Mobile and remain logged in unless they are out at the Police Department Office for an extended time period. If the member will be at the office for an extended time period they will log into Spillman Mobile inside the

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office. Remaining logged into Spillman Mobile will allow for quick dissemination of BOLOs, officer safety information and aid dispatchers and other member in knowing your location and current status.

- C. It is imperative that patrols remain logged in and continue to provide dispatch with any status change(s) they have.
- D. Patrols conducting a vehicle relay for the purposes of maintenance, radio repair, or body work will not be required to log into Spillman Mobile.
- E. Any problems logging into the Spillman Mobile system will be directed to the Officer-In-Charge as soon as possible.