



Law Enforcement Technology Shared Services

Information Technology Services • 128 E. Buffalo Street • Ithaca, NY 14850 • (607)274-5417 • Fax (607)274-5420

POLICY/PROCEDURE #: LETSS 12-03	TITLE: Spillman Mobile Status Changes
EFFECTIVE DATE: 01/01/2013 00:00	
NEXT SCHEDULED REVIEW: 12/2017	REFERENCES: Tompkins County Resolution #R248-08 LETSS By Laws, Adopted 7/8/2009 LETSS Agreement, Adopted 7/7/2009, modified 2/13/2012 LETSS policy 12-02 Enforcement and Sanction
MODIFIED/REVIEWED DATE: 11/2016	

Objective: With officer safety as the overriding goal, the purpose of this policy is to establish the method for officers to update their current Status in Mobile and communicate with dispatch

Policy Statement: It shall be the responsibility of each LETSS member agency to ensure its individual members update their Status in Mobile themselves when possible and practical. Both verbal and non-verbal methods of communication are acceptable in certain appropriate situations, with officer safety as the predominant factor of consideration.

General Information: N/A

Definitions:

Policy - A statement of intention to guide political, management, financial, or administrative decisions and achieve rational outcome(s). LETSS approval is required for new policies or modifications to existing policies.

Procedure - A prescribed and documented set of steps, actions, or activities generally needed to obtain consistent results as documented within a defined and approved LETSS policy.

Spillman Mobile - Mobile client which allows two way data communications with the Spillman data server and Spillman CAD.

Spillman Mobile Status(es) – Spillman designated abbreviations for LEO status(es). Examples include, but are not limited to: ONDT (on-duty), ENRT(enroute to scene), ARRVD(arrived on scene), BUSY(not available)

LEA - Law Enforcement Agency

LEO - Law Enforcement Officer

MDT – Mobile Data Terminal

Procedure:

1. Officers should, whenever practical and safe, use both the MDT and verbal communication to update their status in the following low priority, non-emergency mode situations.
 - i. After the initial sign on to the MDT system, verbal communication is permitted for officers to report they are out of their vehicle, i.e., meal, meeting, walk-through, etc.
 - ii. When the nature of the incident denotes the assignment of a single officer.
 - iii. When the communication from Dispatch is via the MDT and is non-verbal only.
 - iv. When the officer can do so in a safe manner.
2. In the following high priority, emergency mode situations, officers may use the MDT when it is reasonable to do so, however, it is not required.
 - i. Emergency calls where immediate officer response is required for the preservation of life or property.
 - ii. In emergency situations, Officers must use the radio to acknowledge the incident and advise when they are en route, on the scene, and clear of the scene.
 - iii. In emergency situations, assigned units may choose to update their status on the MDT. The expectation on high priority, emergency mode calls is that Officers will use the radio, and the MDT whenever practical and safe.
 - iv. In emergency situations, Dispatch shall:
 1. initiate radio log entries,
 2. enter call comments, or
 3. manually change the status of the responding units.
3. This policy will be in force when the hardware is operating properly. Because of the impairment to officer safety caused when operating without a MDT, all member agencies are encouraged to make every effort to ensure that all mobile units have functioning MDT's