



AMBRIDGE POLICE DEPARTMENT

Mark J. Romutis
Chief of Police
724-266-4070 x208
mromutis@ambridgeboro.org

Mayor David Drewnowski
Office 724-266-4070

September Report

Mayor and Council;

Attached you will find the monthly lists of all reports submitted by the Ambridge Police Department for the month of August, 2019. Addresses have been redacted to protect the privacy of victims and other reporting individuals. All reported crimes have been underlined and the asterisk represents a summary offense.

We continue 'Coffee with a Cop' monthly meeting with the public through the Chamber of Commerce. This month we are again meeting immediately after council session at the Laughlin Memorial Library in order to give working people a chance to meet, comment or ask questions.

Part-time Officer Austin Turner has resigned to accept a full time position at Carnegie-Mellon University.

Trained officers in truck enforcement are scheduled across the various shifts and several overweight truck citations have been issued, totaling \$9500.00 fines and costs.

During August, officers on the Daylight shift toured the high school to familiarize themselves with the layout in case of emergency response. We are still waiting for the school district to link police department computers with the school camera system.

School crossing guards underwent PENDOT's Safe Routes to School Training on 22 Aug in the fire dept. training room. New guards also practiced the practical skills.

Accompanying find the Automated License Plate Reader System Policy for approval in anticipation of camera deployment.

We request an internet link on the borough website for local Megan's Law registrants.

We will discuss the possibilities of applying for a COPS grant, car and body cameras and new communications equipment (portables and unit radios) at the next Public Safety meeting.

Only one drug raid occurred during the month, a repeat at 274 14th St. during which a small amount of crack cocaine was seized.

Find other routine reports attached.

Incident Search Results



Incident	Ref #	Date	Badge	UCR	Description	Address / Location
20190801M1073 (01)		08/01/19	04	0440	ASSAULT - ATROCIOUS- HANDS,FISTS,FEET	
20190801M1075 (01)		08/01/19	59	CITT	TRAFFIC CITATION	9TH ST & KENNEDY DR -
20190801M1076 (01)		08/01/19	59	CITT	TRAFFIC CITATION	10 TH ST & KENNEDY DR -
20190801M1077 (01)		08/01/19	59	CITT	TRAFFIC CITATION	
20190804M1083 (01)		08/02/19	37	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	11 TH ST & DUSS AVE - AMBRIDGE
*20190802M1078 (01)		08/02/19	42	2400	DISORDERLY CONDUCT	MELROSE AVE - AMBRIDGE
*20190804M1084 (01)		08/02/19	42	2450	HARASSMENT	MAPLEWOOD AVE 3 - AMBRIDGE
20190803M1079 (01)		08/03/19	39	3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUND)	461 MAPLEWOOD AVE - AMBRIDGE
20190804M1086 (01)		08/03/19	42	1440	CRIMINAL MISCHIEF - ALL OTHER	338 PARK RD - AMBRIDGE
20190803M1080 (01)		08/03/19	42	0440	ASSAULT - ATROCIOUS- HANDS,FISTS,FEET	PARK RD 1 - AMBRIDGE
20190803M1081 (01)		08/03/19	45	0710	MOTOR VEHICLE THEFT-AUTO	1025 MERCHANT ST - AMBRIDGE
20190804M1082 (01)		08/04/19	53	1833	NARCOTICS-POSSESSION-SYNTHETIC NARCOTIC	ADVANCE AUTO PARTS MERCHANT ST - AMBRIDGE
20190804M1087 (01)		08/04/19	42	1390	STOLEN PROPERTY - REPORTS (RECOVERY)	1000 BLOCK KENNEDY DR - AMBRIDGE
20190804M1088 (01)		08/04/19	19	0505	B&E - FALSE ALARM-NONRESIDENCE-DAY	518 MERCHANT ST - AMBRIDGE
20190804M1085 (01)		08/04/19	49	0690	THEFT - REPORTS	BEAVER RD - AMBRIDGE
20190804M1089 (01)		08/04/19	04	0626	THEFT-\$50 TO \$200-BICYCLES	CHURCH ST - AMBRIDGE
20190805M1090 (01)		08/05/19	37	3600	DISTURBANCES-DOMESTIC	GLENWOOD AVE 5 - AMBRIDGE
20190806M1094 (01)		08/05/19	06	3600	DISTURBANCES-DOMESTIC	100 AMBRIDGE PARK RD - AMBRIDGE
20190806M1091 (01)		08/05/19	45	3600	DISTURBANCES-DOMESTIC	WALTER PANEK PARK CRESTVIEW VLG - AMBRIDGE
20190806M1092 (01)		08/06/19	55	1410	CRIMINAL MISCHIEF TO AUTOMOBILES	BEAVER RD - AMBRIDGE
20190806M1093 (01)		08/06/19	04	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	755 MERCHANT ST - AMBRIDGE
20190808M1102 (01)		08/06/19	55	3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	K&N RESTAURANT 1599 DUSS AVE - AMBRIDGE
20190807M1098 (01)		08/06/19	53	3600	DISTURBANCES-DOMESTIC	13 TH ST - AMBRIDGE
*20190809M1104 (01)		08/06/19	42	2450	HARASSMENT	6 TH ST - AMBRIDGE
20190809M1105 (01)		08/06/19	42	2660	TRESPASSING OF REAL PROPERTY	PARK RD - AMBRIDGE
20190807M1095 (01)		08/07/19	42	4510	DEATHS - UNATTENDED	3 RD ST - AMBRIDGE



Incident Search Results



Incident	Ref #	Date	Badge	UCR	Description	Address / Location
20190807M1097 (01)		08/07/19	06	2990	RUNAWAYS - (JUVENILE) - REPORTS	18 TH ST - AMBRIDGE
*20190808M1099 (01)		08/08/19	39	2450	HARASSMENT	8TH ST & DUSS AVE - AMBRIDGE
20190808M1100 (01)		08/08/19	18	1895	DRUG VIOLATIONS - AGTF	274 14 TH ST - AMBRIDGE
*20190808M1101 (01)		08/08/19	39	2300	PUBLIC DRUNKENNESS	818 MERCHANT ST - AMBRIDGE
20190809M1110 (01)		08/08/19	57	WARF	WARRANT	192 CRESTVIEW VLG - AMBRIDGE
20190809M1103 (01)		08/08/19	39	2111	DRIVING UNDER THE INFLUENCE - ALCOHOL	1101 MERCHANT ST - AMBRIDGE
20190809M1108 (01)		08/09/19	24	CITT	TRAFFIC CITATION	8TH ST & MAPLEWOOD AVE -
20190809M1106 (01)		08/09/19	55	0440	ASSAULT - ATROCIOUS- HANDS, FISTS, FEET	GLENWOOD AVE - AMBRIDGE
20190809M1107 (01)		08/09/19	37	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	MAPLEWOOD AVE & 8TH ST - AMBRIDGE
20190815M1129 (01)		08/09/19	46	6008	ACCIDENT INVOLVING NONINJURY	MERCHANT ST & 10 TH ST - AMBRIDGE
20190809M1109 (01)		08/09/19	55	3600	DISTURBANCES-DOMESTIC	POLICE STATION PIZZA
*20190810M1111 (01)		08/10/19	45	2450	HARASSMENT	LOCUST ST 3-C - AMBRIDGE
20190810M1112 (01)		08/10/19	45	5510	ANIMAL COMPLAINTS - OTHER	MAPLEWOOD AVE - AMBRIDGE
20190810M1113 (01)		08/10/19	13	3801	SERVICE CALL-WELFARE CHECK	825 KERR ST -
20190811M1114 (01)		08/11/19	23	3620	DISTURBANCES-OTHER (FIGHTS, DISPUTES, ETC)	22 ND ST REAR - AMBRIDGE
20190811M1115 (01)		08/11/19	23	0711	M.V. THEFT-AUTOS-STREET-COMMERCIAL AREA	DUSS AVE - AMBRIDGE
20190818M1148 (01)		08/11/19	06	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	546 MELROSE AVE - AMBRIDGE
*20190812M1117 (01)		08/12/19	19	2450	HARASSMENT	SAINTS PETER AND PAUL CH.
*20190812M1119 (01)		08/12/19	23	0633	THEFT-UNDER \$50-RETAIL THEFT	236 PARK RD - AMBRIDGE
20190812M1118 (01)		08/12/19	42	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	CRESTVIEW VLG - AMBRIDGE
20190813M1120 (01)		08/12/19	18	3620	DISTURBANCES-OTHER (FIGHTS, DISPUTES, ETC)	925 MERCHANT ST - AMBRIDGE
20190813M1121 (01)		08/13/19	18	6008	ACCIDENT INVOLVING NONINJURY	RITE AID
20190813M1122 (01)		08/13/19	02	3500	SUSPICIOUS PERSONS, AUTOS, CIRCUMSTANCES	4 TH ST & OHIO RIVER BLV - AMBRIDGE
20190814M1127 (01)		08/13/19	57	0619	THEFT-\$200 & OVER-ALL OTHER	147 CRESTVIEW VLG - AMBRIDGE
20190814M1125 (01)		08/13/19	37	3100	MOTOR VEHICLE ACCIDENTS	218 PARK RD - AMBRIDGE
						601 OLIVE LN 3 - AMBRIDGE
						DUSS AVE - AMBRIDGE
						6 TH ST & MERCHANT ST - AMBRIDGE



Incident Search Results



Incident	Ref #	Date	Badge	UCR	Description	Address / Location
20190813M1124 (01)		08/13/19	15	3400	MENTAL HEALTH	KENNEDY DR - AMBRIDGE BEAVER COUNTY PATHWAYS
20190813M1123 (01)		08/13/19	53	0614	THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615)	MAPLEWOOD AVE - AMBRIDGE
20190815M1130 (01)		08/14/19	57	3600	DISTURBANCES-DOMESTIC	CRESTVIEW VLG - AMBRIDGE
20190814M1128 (01)		08/14/19	57	5510	ANIMAL COMPLAINTS - OTHER	1098 BEAVER RD - AMBRIDGE
20190814M1126 (01)		08/14/19	19	3600	DISTURBANCES-DOMESTIC	1 ST ST 3B - AMBRIDGE
20190815M1131 (01)		08/15/19	23	3870	MEDICAL EMERGENCY	2399 DUSS AVE - AMBRIDGE COGOS
20190815M1132 (01)		08/15/19	19	0430	ASSAULT-OTHER DANGEROUS WEAPON	15 TH ST - AMBRIDGE
20190816M1133 (01)		08/15/19	39	3600	DISTURBANCES-DOMESTIC	11 TH ST - AMBRIDGE
20190816M1135 (01)		08/16/19	57	1410	CRIMINAL MISCHIEF TO AUTOMOBILES	MAPLEWOOD AVE - AMBRIDGE
20190816M1134 (01)		08/16/19	23	2910	LOST/MISSING PROPERTY	829 KERR ST - AMBRIDGE
20190816M1136 (01)		08/16/19	45	3320	DOA	24 TH ST - AMBRIDGE
*20190817M1139 (01)		08/16/19	18	2420	DISORDERLY CONDUCT-PUBLIC PLACES	800 MERCHANT ST - AMBRIDGE A PLUS MINI MART
*20190817M1140 (01)		08/16/19	18	0633	THEFT-UNDER \$50-RETAIL THEFT	1099 MERCHANT ST - AMBRIDGE
20190816M1137 (01)		08/16/19	49	MARF	WARRANT	600 11TH STREET - AMBRIDGE
20190817M1141 (01)		08/16/19	45	2647	ALL OTHERS - PROTECTIVE ORDERS	8TH ST - AMBRIDGE
20190817M1138 (01)		08/17/19	49	3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	DUSS AVE - AMBRIDGE
20190817M1144 (01)		08/17/19	59	CITT	TRAFFIC CITATION	10TH ST & KENNEDY DR -
20190817M1142 (01)		08/17/19	59	CITT	TRAFFIC CITATION	10TH ST & KENNEDY DR -
20190817M1143 (01)		08/17/19	59	CITT	TRAFFIC CITATION	10TH ST & KENNEDY DR -
*20190818M1147 (01)		08/18/19	04	2300	PUBLIC DRUNKENNESS	1000 MELROSE AVE - AMBRIDGE
20190818M1145 (01)		08/18/19	39	1440	CRIMINAL MISCHIEF - ALL OTHER	BEAVER RD - AMBRIDGE
20190818M1146 (01)		08/18/19	49	3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	1599 DUSS AVE - AMBRIDGE CIRCLE K
20190819M1149 (01)		08/18/19	55	3600	DISTURBANCES-DOMESTIC	MAPLEWOOD AVE - AMBRIDGE
20190819M1150 (01)		08/19/19	57	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	1007 MERCHANT ST - AMBRIDGE PIZZA HOUSE
20190820M1152 (01)		08/20/19	46	2900	LOST/MISSING PERSONS	ELM RD - AMBRIDGE
20190820M1151 (01)		08/20/19	53	3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	651 11 TH ST - AMBRIDGE



Incident Search Results



Incident	Ref #	Date	Badge	UCR	Description	Address / Location
20190821M1154 (01)		08/20/19	18	0440	ASSAULT - ATROCIOUS- HANDS, FISTS, FEET	CRESTVIEW VLG - AMBRIDGE
20190821M1153 (01)		08/21/19	57	3600	DISTURBANCES-DOMESTIC	500 BEAVER RD - AMBRIDGE AMBRIDGE TOWERS
20190821M1155 (01)		08/21/19	15	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	799 KERR ST 2 - AMBRIDGE
20190821M1156 (01)		08/21/19	06	0634	THEFT-UNDER \$50-FROM AUTO (EXCEPT 0635)	16 TH ST - AMBRIDGE
20190902M1200 (01)		08/21/19	06	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	65 MERCHANT ST - AMBRIDGE
20190821M1157 (01)		08/21/19	23	3400	MENTAL HEALTH	4 TH ST 203 - AMBRIDGE
20190821M1158 (01)		08/21/19	23	0614	THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615)	651 11TH ST - AMBRIDGE BOTTOM DOLLAR
20190822M1159 (01)		08/21/19	18	0411	ASSAULT-KNIFE OR CUTTING INSTRUMENT	150BLK CRESTVIEW VLG - AMBRIDGE
20190822M1160 (01)		08/22/19	59	2822	LOITERING LAW (JUVENILE) - FEMALE	MAPLEWOOD AVE 1 - AMBRIDGE
20190823M1161 (01)		08/22/19	39	3500	SUSPICIOUS PERSONS, AUTOS, CIRCUMSTANCES	600 11 TH ST - AMBRIDGE
20190823M1162 (01)		08/23/19	04	3660	NEIGHBOR DISPUTES	MAPLEWOOD AVE - AMBRIDGE
20190826M1168 (01)		08/23/19	37	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	8TH ST - AMBRIDGE
20190823M1163 (01)		08/23/19	55	3100	MOTOR VEHICLE ACCIDENTS	1710 DUSS AVE - AMBRIDGE ITALIAN VILLA
20190823M1164 (01)		08/23/19	45	3841	P.S.O. - FIRE DEPT. CALL FOR SERVICE	90 CENTURY DR - AMBRIDGE
20190824M1165 (01)		08/23/19	39	0430	ASSAULT-OTHER DANGEROUS WEAPON	LOCUST ST - AMBRIDGE
20190826M1166 (01)		08/24/19	19	3801	SERVICE CALL-WELFARE CHECK	MELROSE AVE - AMBRIDGE
20190826M1167 (01)		08/25/19	42	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	155 MERCHANT ST - AMBRIDGE
20190827M1170 (01)		08/26/19	45	2111	DRIVING UNDER THE INFLUENCE - ALCOHOL	509 GLENWOOD AVE - AMBRIDGE
20190826M1169 (01)		08/26/19	57	3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	651 11TH ST - AMBRIDGE BOTTOM DOLLAR
20190827M1171 (01)		08/26/19	42	2000	OFFENSES AGAINST FAMILY & CHILDREN	MELROSE AVE - AMBRIDGE
20190827M1172 (01)		08/27/19	42	0510	BURGLARY-FORCIBLE ENTRY	DUSS AVE - AMBRIDGE
20190827M1173 (01)		08/27/19	15	2300	PUBLIC DRUNKENNESS	413 8TH ST - AMBRIDGE
20190828M1174 (01)		08/27/19	15	3610	DISTURBANCES-JUVENILE	OLIVE LN 2ND FLR - AMBRIDGE
20190828M1176 (01)		08/28/19	57	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	700 MERCHANT ST - AMBRIDGE HUNTINGTON BANK

Incident Search Results



Incident	Ref #	Date	Badge	UCR	Description	Address / Location
20190828M1175 (01)		08/28/19	42	0619	THEFT-\$200 & OVER-ALL OTHER	DUSS AVE 2 - AMBRIDGE
20190828M1177 (01)		08/28/19	57	3101	MOTOR VEHICLE ACCIDENT (NON-REPORTABLE)	600 11TH ST - AMBRIDGE AMBRIDGE BOROUGH BUILDING
20190828M1178 (01)		08/28/19	57	1100	FRAUD	835 MERCHANT ST - AMBRIDGE NEW ALLIANCE F.C.U. GLENWOOD AVE - AMBRIDGE
20190829M1180 (01)		08/29/19	39	3600	DISTURBANCES-DOMESTIC	GLENWOOD AVE - AMBRIDGE
20190829M1179 (01)		08/29/19	55	0440	ASSAULT - ATROCIOUS-HANDS,FISTS,FEET	1 ST ST 2A - AMBRIDGE
20190829M1181 (01)		08/29/19	39	3600	DISTURBANCES-DOMESTIC	MERCHANT ST 2 - AMBRIDGE
20190829M1182 (01)		08/29/19	59	0440	ASSAULT - ATROCIOUS-HANDS,FISTS,FEET	13 TH ST & CHURCH ST - AMBRIDGE
20190829M1183 (01)		08/29/19	18	3870	MEDICAL EMERGENCY	BEAVER RD - AMBRIDGE
20190903M1204 (01)		08/29/19	02	0617	THEFT-\$200 & OVER-FROM BUILDINGS	799 GLENWOOD AVE - AMBRIDGE GOOD SAMARITAN SCHOOL 500 BEAVER RD 908 - AMBRIDGE
20190830M1189 (01)		08/30/19	46	1890	NARCOTICS - REPORTS	909 DUSS AVE - AMBRIDGE AMBRIDGE AREA HIGH SCHOOL
20190830M1185 (01)		08/30/19	02	3810	SERVICE	1599 DUSS AVE - AMBRIDGE CIRCLE K 811 20 TH ST - AMBRIDGE
20190830M1184 (01)		08/30/19	39	3500	SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	400BLK MERCHANT ST - AMBRIDGE HENRICI ST - AMBRIDGE
20190830M1186 (01)		08/30/19	02	3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	1 NORTH WALNUT ST - AMBRIDGE
20190830M1187 (01)		08/30/19	02	3900	TRAFFIC & PARKING PROBLEMS	
20190830M1188 (01)		08/30/19	46	2910	LOST/MISSING PROPERTY	
20190830M1191 (01)		08/30/19	45	0513	BURGLARY-FORCED ENTRY-RESIDENTL-TIME UNKN	
20190830M1190 (01)		08/30/19	37	0440	ASSAULT - ATROCIOUS-HANDS,FISTS,FEET	GLENWOOD AVE - AMBRIDGE
20190831M1192 (01)		08/30/19	55	2112	DRIVE UNDER INELIUCENCE-ALCOHOL-IMPAIRED	624 DUSS AVE - AMBRIDGE
20190831M1193 (01)		08/30/19	39	3801	SERVICE CALL-WELFARE CHECK	OLIVE LN - AMBRIDGE
20190831M1194 (01)		08/31/19	49	3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	2300 DUSS AVENUE - AMBRIDGE TALERICOS



Vehicle Mileage Report

302	2017	Explorer	Mileage	33,388
303	2011	Crown Vic	Mileage	91,000
304	2019	Explorer	Mileage	4,091
305	2018	Explorer	Mileage	17,110
306	2014	Explorer	Mileage	79,590
307	2013	Taurus	Mileage	56,024
308	2015	Explorer	Mileage	61,030

308 Is currently at Crevelli Ford for a new water pump under warranty.



ORDER NO. 0-00

AUTOMATED LICENSE PLATE READER SYSTEM

(Page 1 of 3)

Effective Date:

Reevaluation Date: As Determined by Council and the Chief of Police

1.0 POLICY

1.1 It is the policy of this department to utilize Automated License Plate Reader (ALPR) technology to capture and store digital license plate data and images for legitimate law enforcement purposes while respecting the established privacy rights of the public.

2.0 PURPOSE

2.1 This policy will provide officers with procedures that shall be followed for the capture, storage and use of digital data obtained using ALPR technology. Changes in law and procedure, as well as training provided on this procedure will give rise to modifications and updates.

2.2 Use of the ALPR system and access to all collected data and images shall be used for official law enforcement purposes only.

2.3 Captured data collected or retained using an ALPR system is **not** subject to disclosure under the act of February 14, 2008 (P.L.6, No.3), known as the Right-to-Know Law.

3.0 DEFINITIONS

- **ALPR:** Automated License Plate Reader aka License Plate Reader (LPR)
- **FOUO:** For Official Use Only
- **OCR:** Optical Character Recognition
- **Read:** Digital images of license plates and vehicles associated metadata (e.g., date, time and geographic coordinates associated with the vehicle image capture) that are captured by the ALPR system.
- **Alert:** A visual and/or auditory notice that is triggered when the ALPR system receives a potential “hit” on a license plate. This can be done through email and/or text messaging.
- **Hit:** A read matched to a plate that has previously been registered on an agency’s “hot list” of vehicle plates related to stolen vehicles, wanted vehicles or other factors supporting investigation or which has been manually registered by a user for further investigation.
- **Hot List:** License plate numbers of stolen vehicles, vehicles owned by persons of interest and vehicles associated with AMBER Alerts that are regularly added to “hot lists” circulated among law enforcement agencies. Hot list information can come from a variety of sources, including stolen vehicle information from the National Insurance Crime Bureau and the National Crime Information Center (NCIC) as well as national AMBER Alerts and Department of Homeland Security watch lists. Departments of motor vehicles can provide lists of expires registration tags and law enforcement agencies can interface their own, locally compiles hot lists to the LPR system. These lists serve an officer safety function as well as an investigatory purpose. In addition to agency supported hot lists, users may also manually add license plate numbers to hot lists in order to be alerted if and when a vehicle license plate of interest is “read” by the LPR system. Such manual entries must be for law enforcement purpose and the purpose must be documented. These lists are maintained in a log book for future additions and deletions in the police station and are to be reviewed on a daily basis.
- **Fixed LPR System:** LPR camera systems of one or more fixed high-speed cameras combined with computer algorithms to convert images of registration plates into computer-readable data.
- **Mobile LPR System:** LPR cameras that are affixed, either permanently (hardwired) or temporarily (e.g. magnet-mounted) to a law enforcement vehicle for mobile deployment.
- **Portable LPR System:** LPR cameras that are transportable and can be moved and deployed in a variety of venues as needed such as a traffic barrel or speed radar sign.

4.0 PROCEDURES

4.1 General

- 4.1.1 Reasonable Suspicion or Probable Cause are not required before using the ALPR.
- 4.1.2 Misuse of this equipment and associated databases, or data, will be subject to disciplinary actions and/or possible criminal sanctions.
- 4.1.3 ALPR systems, ALPR data and associated media are the property of the Ambridge Police Department and intended for use in official law enforcement business.
- 4.1.4 All users of the ALPR system, by virtue of their use of the system, waive and right or expectation of privacy.
- 4.1.5 Members are prohibited from copying or using any ALPR data and associated media for personal use or posting and ALPR data, photograph, audio, video, text or any other multimedia file to any social networking platforms either on their own site, the sites of others known to them, the sites of others unknown to them, news media pages or other information exchange forums.
- 4.1.6 To ensure compliance with the requirements of this policy, audits of the ALPR data and dissemination of such data will be conducted biannually.

4.2 Administration

- 4.2.1 The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. This department uses it to convert data associated with vehicle license plates for official law enforcement purposes, including but not limited to: identifying stolen or wanted vehicles, stolen, suspended or expired license plates and missing persons. It may also be used to gather information related to active warrants, bond and PFA violations, Amber and Homeland Security alerts, narcotics investigations, suspect interdiction, stolen property recovery, routine patrol operations or other criminal investigations.
- 4.2.2 The Chief shall designate an employee(s) with administrative oversight to administer the day-to-day operation of the ALPR equipment and data.
- 4.2.3 Records will be maintained identifying approved LPR deployments and documenting their results, including appropriate documentation of significant incidents and arrests that are related to LPR usage.
- 4.2.4 While an APR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped vehicles to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- 4.2.5 All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Chief of Police (or designee) in cooperation with any server agency agreement (BCDA).
- 4.2.6 All personnel are to note in their ALERT report that an alert or hotlist has been created in that particular investigation.
- 4.2.7 Authorized officials entering alerts or hotlists for their respective agency are required to remove that alert or hotlist once the suspect has been arrested, vehicle recovered, missing person located or reason for the entry satisfied and document such in a supplemental ALERT report.

4.3 License Plate Reader System Usage

- 4.3.1 ALPR operation and access to ALPR collected data shall be for official law enforcement purposes only.
- 4.3.2 Only officers who have been properly trained in the use and operational protocols of the ALPR systems shall be permitted to use it.
- 4.3.3 The OIC of a shift is responsible to update the LPR system each and every day and communicate that action to his/her relief and make a notation in the logbook that it was completed.
- 4.3.4 ALPR Alerts/Hits: If practical and safe to do so, prior to the initiation of the stop:
 - Visually verify that the vehicle plate number matches the plate number run by the LPR system, including both alphanumeric characters of the plate and the state of issuance.
 - Verify the current status of the plate through dispatch or MDT query.
- 4.3.5 In each case in which an alert or hit is triggered, the user should document such in a supplemental report.
- 4.3.6 Hot lists may be updated manually if the user enters a specific plate into the ALPR system and wants to be alerted when that plate is located. Whenever a plate is manually entered into the ALPR system, the officer shall document the reason.

4.3.7 Special Details: ALPR use during nontraditional deployments (e.g., special operations) must be approved by the Chief or on-duty Sergeant/OIC.

4.3.8 Searched of historical data within the ALPR system may be done but must be documented and approved by the Chief or on-duty Sergeant/OIC.

4.3.9 The ALPR system may be used for alerting Law Enforcement to the potential access of vehicle locations that may be considered restricted due to a PFA or bond restriction that may be in place.

4.3.10 ALL ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.

4.4 LPR Data Sharing and Dissemination

4.4.1 The ALPR is for official use only and may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by Pennsylvania law, using the following procedures:

4.4.1.1 A supervisor from the outside agency makes a written request for the ALPR data that includes:

- The name of the agency,
- The name and rank of the requesting person,
- The intended purpose for obtaining the information.

4.4.1.2 The request is reviewed and approved by the OIC on duty.

4.4.1.3 All requests, approved or denied, are retained on file.

5.0 RETENTION

5.1 General

5.1.1 The Chief or designee is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred and stored to the designated server.

5.1.2 All stored ALPR data should be retained in accordance with the established records retention schedule mandated by current Pennsylvania law. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances, the applicable data should be downloaded onto portable media and logged into evidence.

5.1.3 Data will be stored locally on the Beaver County District Attorney owned server or the Ambridge Police Department server.

5.1.4 Data stored plate images shall be stored for at least 90 (ninety) days.

6.0 TRAINING

6.1 General

6.1.1 No member of this department shall operate ALPR equipment or access ALPR data without first completing a training course approved by the Chief of Police.

6.1.2 Training of the LPR system will be provided as needed.