

**MARICOPA COUNTY SHERIFF'S OFFICE**  
**July 2016 County Attorney Dispositions**



**Audit and Inspections Unit**  
**Audits/Inspections Report**  
**Date: August 9, 2016**  
**Audit/Inspection #2016-0092**

# MARICOPA COUNTY SHERIFF'S OFFICE

*Memorandum*



Joseph M. Arpaio, Sheriff

**To:** Lt. R. Morris S1014  
Commander  
Audit and Inspections Unit

**From:** Sergeant T. Brice S1767  
Inspections Sergeant  
Audit and Inspections Unit

**Subject:** 2016 Inspection of County Attorney Dispositions  
BI #2016-0092

**Date:** August 9, 2016  
Review from July 1<sup>st</sup>  
through July 31<sup>st</sup>  
2016

The Audit and Inspections Unit conducts monthly County Attorney Disposition Inspections. The purpose for these inspections on turndown Dispositions is to determine compliance with office policies, promote proper supervision, and support compliance with the Melendres Order. To achieve this, inspectors will utilize "IAPro" to generate all turndown dispositions within a specific month to be inspected. These entries will be uniformly inspected utilizing the Records Division "FileBound" data base and a matrix developed by the Bureau of Internal Oversight. The following procedures, which are outlined in GF-4 and ED-3, will be used in the matrix:

#### **Matrix Procedures:**

- Determine what district/division from which the complainant disposition originated
- Ensure the case was assigned a County Attorney administrative status
- Verify what the disposition is for i.e. further, turndown, or charges filed
- Determine if there were any irreversible errors
- Each complainant disposition inspected will be counted as one inspection

#### **Criteria:**

MELENDRES ORDER, PARAGRAPH 75: The EIS shall include a computerized relational database, which shall be used to collect, maintain, integrate, and retrieve:

- all arrests in which the arresting Deputy fails to articulate probable cause in the arrest report, or where an MCSO Supervisor, court or prosecutor later determines the arrest was not supported by probable cause to believe a crime had been committed, as required by law
- all arrests in which the individual was released from custody without formal charges being sought;

MCSO Policy GF-4.11.A.2.3.4 OFFICE REPORTS: 11.A.2. If the case report was forwarded to the County Attorney for prosecution consideration, the case file shall be maintained in a pending/open status. Upon return of the case from the County Attorney's Office, the case will be assigned an administrative case status, in accordance with the County Attorney's disposition, such as turndown, further, or complaint issued.

MCSO Policy ED-3.2.A.B.C REVIEW OF CASES DECLINED FOR PROSECUTION: 2. When the Office receives a turn down or notice of dismissal from the County Attorney's Office, the reason for the action should be reviewed by the commander, or his designee, from the division that submitted the case for prosecution.

- A. The commander, or his designee, shall be responsible for the review and dissemination of pertinent information surrounding turn downs or dismissals and will determine whether the investigation can be completed and resubmitted to the County Attorney's Office for reconsideration of charges.
- B. If the case was turned down or dismissed due to an irreversible error made by Office personnel, the commander, or his designee, will disseminate the information to the supervisor of the investigator who submitted the case.
- C. When an irreversible error is found as the reason the case was turned down or dismissed, the information may be forwarded to the Training Division Commander for inclusion in appropriate training outlines or bulletins in an effort to avoid similar errors in future cases.

**Conditions:**

Inspectors selected 100% of all County Attorney Turndown dispositions for the month of July 2016. These entries consisted of 39 turndowns from all divisions. There were no deficiencies found within the 39 turndowns. This resulted in a 100% compliance rate for July.

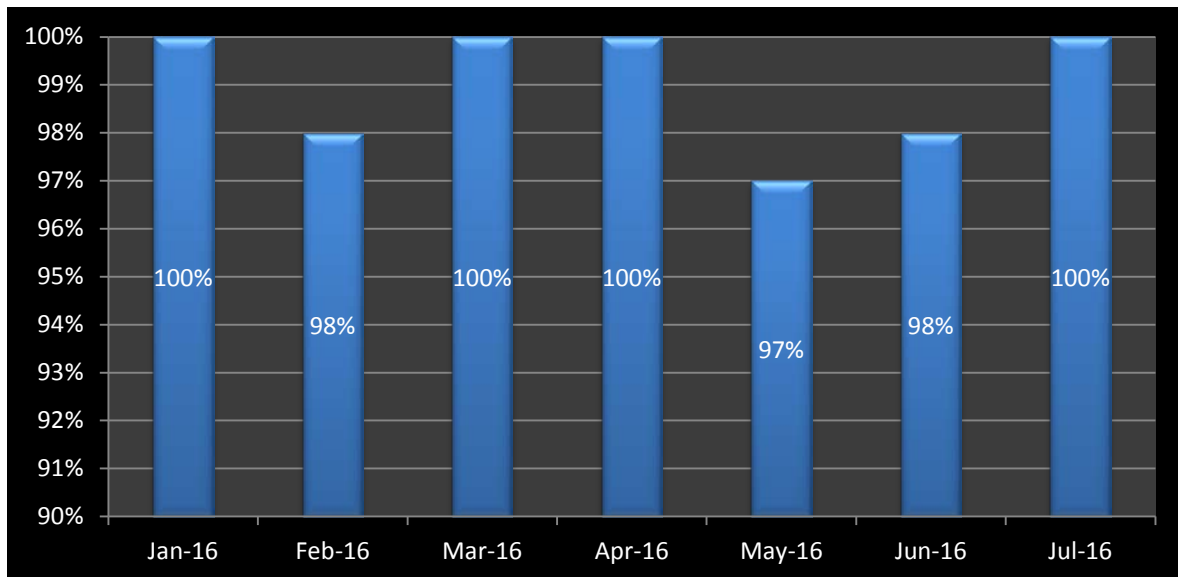
**C.A. Turndowns**

<b>IR Number</b>	<b>C.A. Disposition # and Description</b>	<b>In Custody/Submittal</b>
16-015756	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-017342	Z-County Attorney Turn Down-no reasonable likely hood of conviction	In custody
15-027197	Z-County Attorney Turn Down-Use as Aid to Prosecution	Submittal
16-011373	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-014134	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-017424	Z-County Attorney Turn Down-no reasonable likely hood of conviction	In custody
15-027300	Z-County Attorney Turn Down- Successful completion of Prefile TASC	In custody
16-018249	Z-County Attorney Turn Down-no reasonable likely hood of conviction	In custody
16-018014	Z-Court Turndown	In custody
15-031039	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-016250	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal

16-017827	Z-County Attorney Turn Down-Resubmit as Adult	In custody
16-017769	Z-County Attorney Turn Down-Use as Aid to Prosecution	In custody
16-004616	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
15-016472	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-018566	Z-County Attorney Turn Down-no reasonable likely hood of conviction	In custody
16-010311	Z-County Attorney Turn Down-no reasonable likely hood of conviction	In custody
15-031504	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-012677	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-015234	Z-County Attorney Turndown -civil not criminal	Submittal
16-015651	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-017644	Z-Court Turndown	In custody
16-016907	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-014820	Z-Court Turndown	Submittal
16-014968	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-005158	Z-County Attorney Turndown -Sentenced in other case	Submittal
16-018755	Z-Court Turndown	In custody
16-018666	Z-Court Turndown	Submittal
13-029323	Z-County Attorney Turn Down-no reasonable likely hood of conviction	In custody
15-011537	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-013840	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-007652	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-019375	Z-Court Turndown	In custody

16-011451	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-003486	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
14-017896	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-007736	Z-County Attorney Turn Down-no reasonable likely hood of conviction	Submittal
16-015955	Z-County Attorney Turndown -Sentenced in other case	Submittal
16-008493	Z-County Attorney Turn Down-Use as Aid to Prosecution	In custody

**Overall Monthly Compliance County Attorney Dispositions 2016**



**Recommendation:**

We continue to recommend all incident reports involving arrests are reviewed by command staff daily; to ensure probable cause has been established, as well as, continual communication through onsite mentoring in the necessity for documenting all cases submitted for prosecution utilizing the Case Tracking data base. Consequently, onsite mentoring should be documented in supervisory notes.

We also recommend Sergeants consider implementing the process of reviewing Form 4s for non-warrant arrests prior to the booking process. This would allow immediate and timely intervention if required due to errors. It could also promote improved Form 4s with the added supervisor input.

**Date Inspection Started:** July 18, 2016  
**Date Completed:** August 9, 2016  
**Timeframe Inspected:** July 1<sup>st</sup>, 2016 through July 31<sup>st</sup>, 2016  
**Assigned Inspector(s):** Sergeant T. Brice S1767

I have reviewed this inspection report.



Lieutenant Rick Morris S1014  
Commander  
Audits and Inspections

August 9, 2016  
Date



Deputy Chief Bill Knight  
Bureau Commander  
Bureau of Internal Oversight

August 9, 2016  
Date