

MARICOPA COUNTY SHERIFF'S OFFICE
Bureau of Internal Oversight
Audits and Inspections Unit
BI2017-0008



Bureau of Internal Oversight
Patrol Activity Log Inspection Report
Date: 1/19/2017
Inspection #BI2017-0008



Sheriff Paul Penzone

To: Lt. Morris #S1014
Commander
Audits and Inspections Unit

From: Sgt. Reaulo #S1678
Inspections Sergeant
Audits and Inspections Unit

Subject: Patrol Activity Log Inspection Summary,
December 2016
BI2017-0008

Date: 1/19/2017
Report Period:
December 1-31, 2016

The Audits and Inspections Unit (AIU) will conduct inspections of the supervisory review of Patrol Activity Logs on an on-going monthly basis to ensure compliance with office policies, promote proper supervision and support the order. The Patrol Activity Logs will be uniformly inspected utilizing a matrix developed by the Audits and Inspections Unit, in accordance with procedures outlined in Paragraph 83 of the Melendres Order and MCSO Administrative Broadcast Numbers 16-53 and 16-100.

Matrix Procedures:

- Ensure the supervisor has reviewed all Patrol Activity Logs for shifts worked by assigned subordinates.
- Verify the Patrol Activity Logs were reviewed no later than seven days after the completion of the shift under review.

Criteria:

MCSO Administrative Broadcast #16-53:

“Supervisors shall review all Patrol Activity Logs for shifts worked by their assigned subordinates.” “This review shall occur no later than seven days after the completion of the shift under review.”

MCSO Administrative Broadcast #16-100:

Effective October 18th, 2016 the memorialization of a supervisor review of Patrol Activity Logs will no longer be a Blue Team entry and will be captured in Praxis. (Note: Future inspections of Patrol Activity Logs will be a separate inspection utilizing data solely from Praxis).

Melendres Order, Paragraph 83:

Effective supervision requires that Supervisors confirm the accuracy and completeness of deputies daily activity reports.

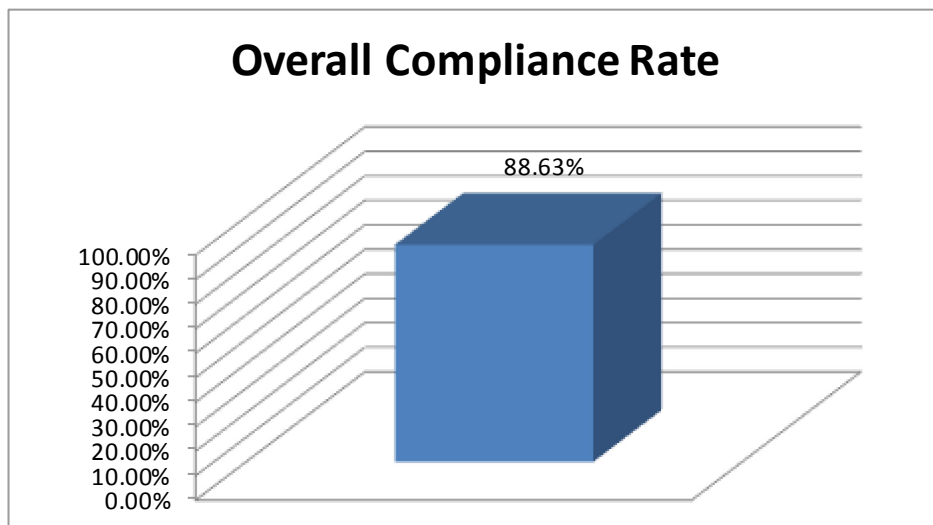
Conditions:

MCSO’s assigned Court Monitors provided a sample of 32 Deputies from all Patrol Districts/Divisions for the December 2016 Patrol Activity Log Review. The sample of 32 Deputies provided a total of 433 daily Patrol Activity Logs available for inspection; 433 or 100% of the Patrol Activity Logs were inspected. The compliance rate of each division is illustrated in the table below:

District	Compliance Rate	Total Patrol Activity Logs Inspected
1	70.91%	110
2	94.12%	68
3	94.87%	39
4	65.00%	80
5	97.44%	39
6	98.04%	51
7	100.00%	46

MCSO achieved an overall compliance rate of **88.63%** in the Patrol Activity Log inspection of December 2016, as illustrated in the graph below:

Note – The overall compliance rate is an average of the compliance scores from each division inspected.



The following deficiencies were observed during the inspection period:

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Deficiency:
District One	Deputy	Sergeant	Captain	Five Patrol Activity Logs were not reviewed within 7 days
District One	Deputy	Sergeant	Captain	Five Patrol Activity Logs were not reviewed within 7 days
District One	Deputy	Sergeant	Captain	Four Patrol Activity Logs were not reviewed within 7 days
District One	Deputy	Sergeant	Captain	Five Patrol Activity Logs were not reviewed within 7 days
District One	Deputy	Sergeant	Captain	Four Patrol Activity Logs were not reviewed within 7 days
District One	Deputy	Sergeant	Captain	Five Patrol Activity Logs were not reviewed within 7 days
District One	Deputy	Sergeant	Captain	Four Patrol Activity Logs were not reviewed within 7 days

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Deficiency:
District Two	Deputy	Sergeant	Captain	One Patrol Activity Logs was not reviewed
District Two	Deputy	Sergeant	Captain	One Patrol Activity Logs was not reviewed
District Two	Deputy	Sergeant	Captain	One Patrol Activity Logs was not reviewed within 7 days
District Two	Deputy	Sergeant	Captain	One Patrol Activity Logs was not reviewed within 7 days

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Deficiency:
District Three	Deputy	Sergeant	Captain	Two Patrol Activity Logs were not reviewed within 7 days
District Three	Deputy	Sergeant	Captain	One Patrol Activity Logs was not reviewed
District Three	Deputy	Sergeant	Captain	Two Patrol Activity Logs were not reviewed within 7 days

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Deficiency:
District Four	Deputy	Sergeant	Captain	Five Patrol Activity Logs were not reviewed within 7 days
District Four	Deputy	Sergeant	Captain	Six Patrol Activity Logs were not reviewed within 7 days
District Four	Deputy	Sergeant	Captain	Five Patrol Activity Logs were not reviewed within 7 days
District Four	Deputy	Sergeant	Captain	Six Patrol Activity Logs were not reviewed within 7 days
District Four	Deputy	Sergeant	Captain	Six Patrol Activity Logs were not reviewed within 7 days

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Deficiency:
District Five	Deputy	Sergeant	Captain	One Patrol Activity Logs was not reviewed

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Deficiency:
District Six	Deputy	Sergeant	Captain	Three Patrol Activity Logs were not reviewed

A total of six BIO Action forms are required from the affected Districts addressing the identified deficiencies. One (1) BIO Action Form is required from each of the following districts: District 1, District 2, District 3, District 4, District 5 and District 6.

Please email the BIO Action Forms to BIO@mcs.maricopa.gov within 30 days from the date in which this report is disseminated to the Office.

Recommendations:

It is recommended that command staff continue mentoring supervisors in the proper supervisory review of the daily Patrol Activity Logs to achieve compliance.

Date Inspection Started: 1/18/2017
Date Completed: 1/19/2017
Timeframe Inspected: December 1-31, 2016
Assigned Inspector(s): Sergeant D. Reaulo #S1678

I have reviewed this inspection report.



Lieutenant Rick Morris
Division Commander
Audits and Inspections

1/19/2017
Date



Deputy Chief Bill Knight
Bureau Commander
Bureau of Internal Oversight

1/19/2017
Date