

**MARICOPA COUNTY SHERIFF'S OFFICE**  
**Bureau of Internal Oversight**  
**Audits and Inspections**  
**BI2016-0017**

**Inspection focus:** February 2016 CAD and Alpha Paging Messaging

**Date Inspection Started:** February 3, 2016

**Date Completed:** February 25, 2016

**Timeframe Inspected:** February 05 to February 23, 2016

**Assigned Inspector:** Angela Lolli B2586

**I have reviewed this inspection report.**

 #777

**Captain Dave Munley**  
**Division Commander**  
**Audits and Inspections**

02/26/2016

**Date**

 #1011

**Deputy Chief Bill Knight**  
**Bureau Commander**  
**Bureau of Internal Oversight**

02/29/2016

**Date**

# MARICOPA COUNTY SHERIFF'S OFFICE

*Memorandum*



Joseph M. Arpaio, Sheriff

**To:** Capt. D. Munley S777  
Division Commander  
Bureau of Internal Oversight

**From:** Angela Lolli B2586  
Audits and Inspections Unit  
Bureau of Internal Oversight

**Subject:** CAD and Alpha Paging Messaging Inspection  
February 2016  
  
BI2016-0017

**Date:** 02/25/2016

The Bureau of Internal Oversight (BIO) conducted an inspection of CAD and Alpha Paging messages transmitted during the month of February, 2016 from Office components in the CAD System and the Alpha Paging database. The BIO will continue to conduct this inspection on an on-going monthly basis to determine if the messages are in compliance with Office Policy and in support of the Melendres Order.

## **Procedures:**

A random sample containing ten of the twenty-nine days from the month of February, 2016 was generated using a research randomizing program, [www.Randomizer.org](http://www.Randomizer.org). The CAD and Alpha Paging messages transmitted during the selected sample dates were uniformly inspected utilizing a matrix developed by the BIO, in accordance with MCSO Policies: CP-2, *Code of Conduct*; CP-3 *Workplace Professionalism*; and GM-1, *Electronic Communication and Voicemail*.

For each of the selected dates in the sample, there are 31 separate Office components listed in the CAD System which contain CAD message transmissions. The Alpha Paging messages transmitted by MCSO during the selected inspection dates were provided to the BIO by the MCSO Technology Bureau in an Excel spreadsheet.

## **Authorities:**

MCSO Policy CP-2, *Code of Conduct*

MCSO Policy CP-3 *Workplace Professionalism*

MCSO Policy GM-1, *Electronic Communication and Voicemail*

Melendres Order (Paragraphs 22, 23)

## **Observations:**

Collectively there were a total of **6831** CAD and Alpha Paging messaging entries (*6734 CAD, 97 Alpha Paging*) sampled which were transmitted by MCSO personnel during the selected dates available for inspection. All messaging entries were reviewed during this inspection with **no** concerns identified as possible Office Policy violations.

**Dates inspected:**

February 5, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 6, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 10, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 11, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 13, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 17, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 18, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 20, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 22, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

February 23, 2016 – (No Concerns)

All Office CAD and Alpha Paging messaging transmissions were in compliance with Office Policy.

**Findings:**

MCSO achieved a compliance rate of **100%** in the **February, 2016** inspection; there were no identified concerns relative to the CAD and Alpha Paging message transmissions which constitute possible Office Policy violations.

**Action Required:**

No further action is required with regard to this **February, 2016** inspection.

**Recommendations:**

A continued effort should be made by supervisory staff to remind employees to use discretion and good judgment when sending electronic communications in compliance with MCSO Office Policy and in support of the Melendres Order.

**Notes:**

All supporting documentation is included in inspection file number **BI2016-0017** and contained in IAPro.