

MARICOPA COUNTY SHERIFF'S OFFICE
Bureau of Internal Oversight
Audits and Inspections
BI2016-0041

Inspection focus: April 2016 CAD and Alpha Paging Messaging

Date Inspection Started: April 4, 2016

Date Completed: April 28, 2016

Timeframe Inspected: April 2nd to 27th, 2016

Assigned Inspector: Angela Lolli B2586

I have reviewed this inspection report.

A handwritten signature in black ink, appearing to read "D Munley", followed by the number "#777".

Captain Dave Munley
Division Commander
Audits and Inspections

04/28/2016

Date

A handwritten signature in black ink, appearing to read "Bill Knight", followed by the number "#1011".

Deputy Chief Bill Knight
Bureau Commander
Bureau of Internal Oversight

05/2/2016

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
April 2016

BI2016-0041

Date: 04/28/2016

The Bureau of Internal Oversight (BIO) conducted an inspection of CAD and Alpha Paging messages transmitted by MCSO personnel during the month of April, 2016 from Office components in the CAD System and the Alpha Paging database. The BIO will continue to conduct this inspection on an ongoing 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 thirty days from the month of April, 2016 was generated using a research randomizing program, 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 **7222** CAD and Alpha Paging messaging entries (7030 CAD, 192 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, resulting in a compliance rate of **100%**.

Sample Dates Inspected:

April 2, 2016 – (No Concerns)

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

April 5, 2016 – (No Concerns)

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

April 7, 2016 – (No Concerns)

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

April 11, 2016 – (No Concerns)

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

April 14, 2016 – (No Concerns)

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

April 16, 2016 – (No Concerns)

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

April 23, 2016 – (No Concerns)

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

April 24, 2016 – (No Concerns)

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

April 26, 2016 – (No Concerns)

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

April 27, 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 **April, 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 administrative action needs to be taken with regard to the Bureau of Internal Oversight and this **April 2016** inspection.
- The MCSO Bureau of Internal Oversight will conduct future inspections of CAD and Alpha Paging messages within the next thirty days.

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 contained in IAPro within BIO Inspection file number **BI2016-0041**.