

MARICOPA COUNTY SHERIFF'S OFFICE
Bureau of Internal Oversight
Audits and Inspections Unit
BI2017-0029



Bureau of Internal Oversight
Patrol Activity Log Inspection Report
Date: 3/14/2017
Inspection #BI2017-0029



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,
January 2017
BI2017-0029

Date: 3/14/2017
Report Period:
January 1-31, 2017

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.

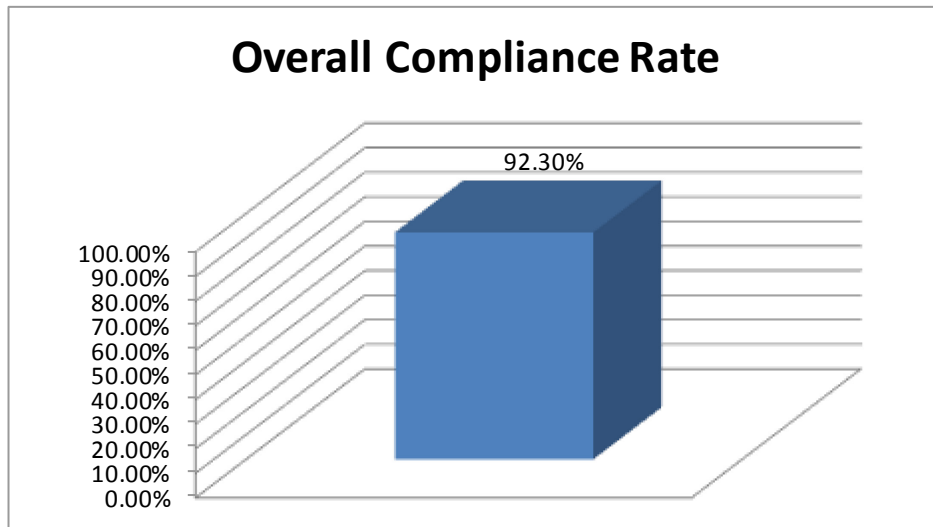
Conditions:

MCSO’s assigned Court Monitors provided a sample of 36 Deputies from all Patrol Districts/Divisions for the January Patrol Activity Log Review. The sample of 36 Deputies provided a total of 539 daily Patrol Activity Logs available for inspection; 539 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	84.51%	142
2	82.35%	68
3	92.31%	91
4	100.00%	92
5	86.96%	46
6	100.00%	58
7	100.00%	42

MCSO achieved an overall compliance rate of **92.30%** in the Patrol Activity Log inspection of January 2017, as illustrated in the graph below:

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



The following potential deficiencies were observed during the inspection period:

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

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

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

District/Div.	Deputy Reviewed	Assigned Supervisor	Commander:	Potential Deficiency:
District Five	Deputy	Sergeant	Captain	Two Patrol Activity Logs were not reviewed
District Five	Deputy	Sergeant	Captain	Four 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 for each assigned supervisor listed. It is acceptable to complete one BIO Action Form for multiple potential deficiencies listed under the same supervisor.


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: 3/6/2017
Date Completed: 3/13/2017
Timeframe Inspected: January 1-31, 2017
Assigned Inspector(s): Sergeant D. Reaulo #S1678

I have reviewed this inspection report.



Lieutenant Rick Morris
Division Commander
Audits and Inspections

3/14/2017
Date



Deputy Chief Bill Knight
Bureau Commander
Bureau of Internal Oversight

3/14/2017
Date