

# MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight  
Audits and Inspections Unit



**Patrol Activity Log Inspection April 2023**

Inspection Report # BI2023-0055

The Audits and Inspections Unit (AIU) of the Sheriff’s Office Bureau of Internal Oversight (BIO) will conduct monthly inspections of the supervisory review of Patrol Activity Logs to ensure compliance with Office policies, promote proper supervision, and support the requirements outlined in the Court Order.

The Patrol Activity Logs will be uniformly inspected utilizing a matrix developed by the AIU in accordance with procedures outlined in MCSO Policy GB-2, GI-1.3, and paragraph 83 of the Melendres Order.

**Compliance Objectives:**

- Ensure the supervisor has reviewed 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 Policy GB-2, *Command Responsibility*

Policy GI-1, *Radio and Enforcement Communications Procedures*

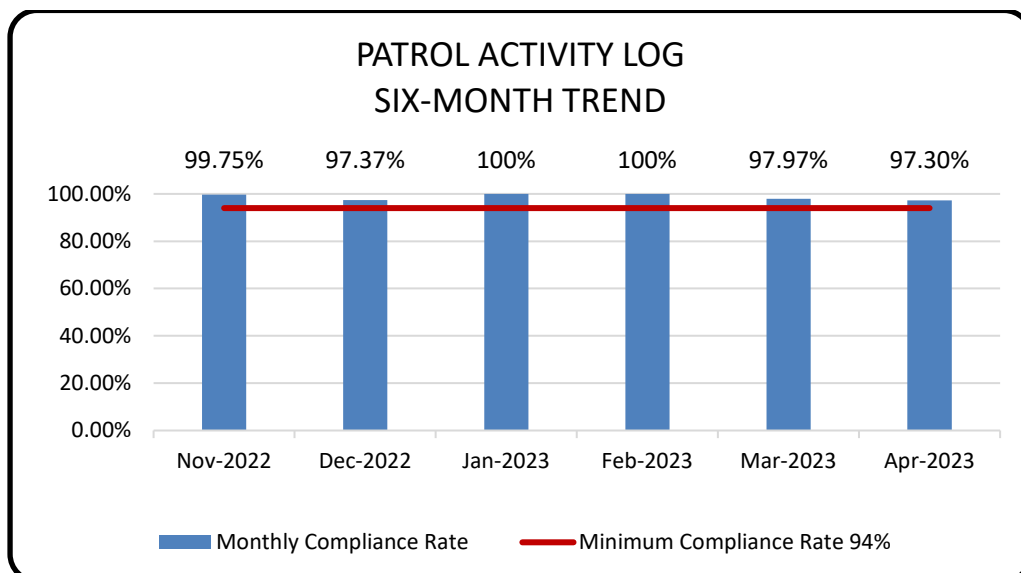
Melendres Order, Paragraph 83

**Conditions:**

MCSO’s assigned Court Monitor provided a sample of 25 employees from all Patrol Districts/Divisions for the April Patrol Activity Log review. The sample of 25 Deputies provided a total of 371 daily Patrol Activity Logs available for inspection; 371 or 100% of the Patrol Activity Logs were inspected for this report.

Deficiencies noted in the review of the Praxis system are cross-checked with Division rosters and other records to increase accuracy.

MCSO achieved an overall compliance rate of 97.30% for the April 2023 Patrol Activity Log inspection, as illustrated in the graph below:



The compliance rate of each division is illustrated in the table below:

District	Compliance Rate	Total Patrol Activity Logs Inspected	Deficiencies	In Compliance
1	100%	73	0	73
2	83.33%	36	6	30
3	93.94%	66	4	62
4	100%	77	0	77
Lake Patrol	100%	67	0	67
7	100%	52	0	52
<b>Totals</b>	<b>97.30%</b>	<b>371</b>	<b>10</b>	<b>361</b>

The following deficiencies were noted during the inspection period:

**District 2 (3 BIO Action Forms):**

District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 2	04/03/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1 Inspector Note: PAL was completed on 04/03/23 and approved on 04/25/23.				
District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 2	04/03/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1 Inspector Note: PAL was completed on 04/03/23 and approved on 04/25/23.				
District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 2	04/05/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1 Inspector Note: PAL was completed on 04/05/23 and approved on 04/25/23.				

District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 2	04/24/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1 Inspector Note: PAL was completed on 04/24/23 and approved on 05/10/23.				
District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 2	04/07/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1 Inspector Note: PAL was completed on 04/07/23 and approved on 04/18/23.				
District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 2	04/14/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1 Inspector Note: PAL was completed on 04/14/23 and approved on 04/22/23.				

**District 3 (2 BIO Action Forms):**

District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 3	04/15/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1				
District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 3	04/15/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1				

District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 3	04/15/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1				
District	Shift Start Date	Employee Inspected	Responsible Supervisor	Commander
District 3	04/15/23	Deputy	Sergeant	Captain
<b>Deficiency</b>				
1. The Patrol Activity Log was not reviewed within seven days after the completion of the shift under review as required by Policy GB-2.13.G.1				

Unless noted above in the deficiency tables, there were no prior BIO Action Forms similar in nature or supervisor notes addressing the perceived deficiencies.

**Action Required:**

With the resulting **97.30%** compliance rate for Inspection #BI2023-0055, **3 BIO Action Forms** are required.

Date Inspection Started: May 15, 2023  
 Date Completed: May 18, 2023  
 Timeframe Inspected: April 1<sup>st</sup> to April 30<sup>th</sup>, 2023  
 Assigned Inspector(s): Ronda Jamieson B3178

I have reviewed this inspection report.

Lt. Brian Arthur  
 Lieutenant T. Brian Arthur S1806  
 Commander, Audits and Inspections Unit  
 Bureau of Internal Oversight

6/1/2023  
 Date