

# MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



**Patrol Shift Roster Inspection 1<sup>st</sup> Quarter 2023**

Inspection Report# BI2023-0048

The Audits and Inspections Unit (AIU) of the Bureau of Internal Oversight (BIO) will conduct inspections of Daily Patrol Shift Rosters on a quarterly basis to determine if the rosters are in compliance with Office policy. The Daily Patrol Shift Rosters are uniformly inspected utilizing a matrix developed by AIU, in accordance with procedures outlined in Policy GB-2, *Command Responsibility*.

**Matrix Procedures:**

- A Daily Patrol Shift Roster is completed for each work shift.
- Supervisor span of control is in accordance with MCSO Policy GB-2.
- Shift Supervisor positions are being filled by employees with the rank of Sergeant, Lieutenant, or above in accordance with MCSO Policy GB-2.
- Supervisors are assigned to, and work, the same days and hours as the deputies under their direct command, absent exceptional circumstances.
- Policy violations outside of the scope of this inspection are listed as non-compliance deficiencies.

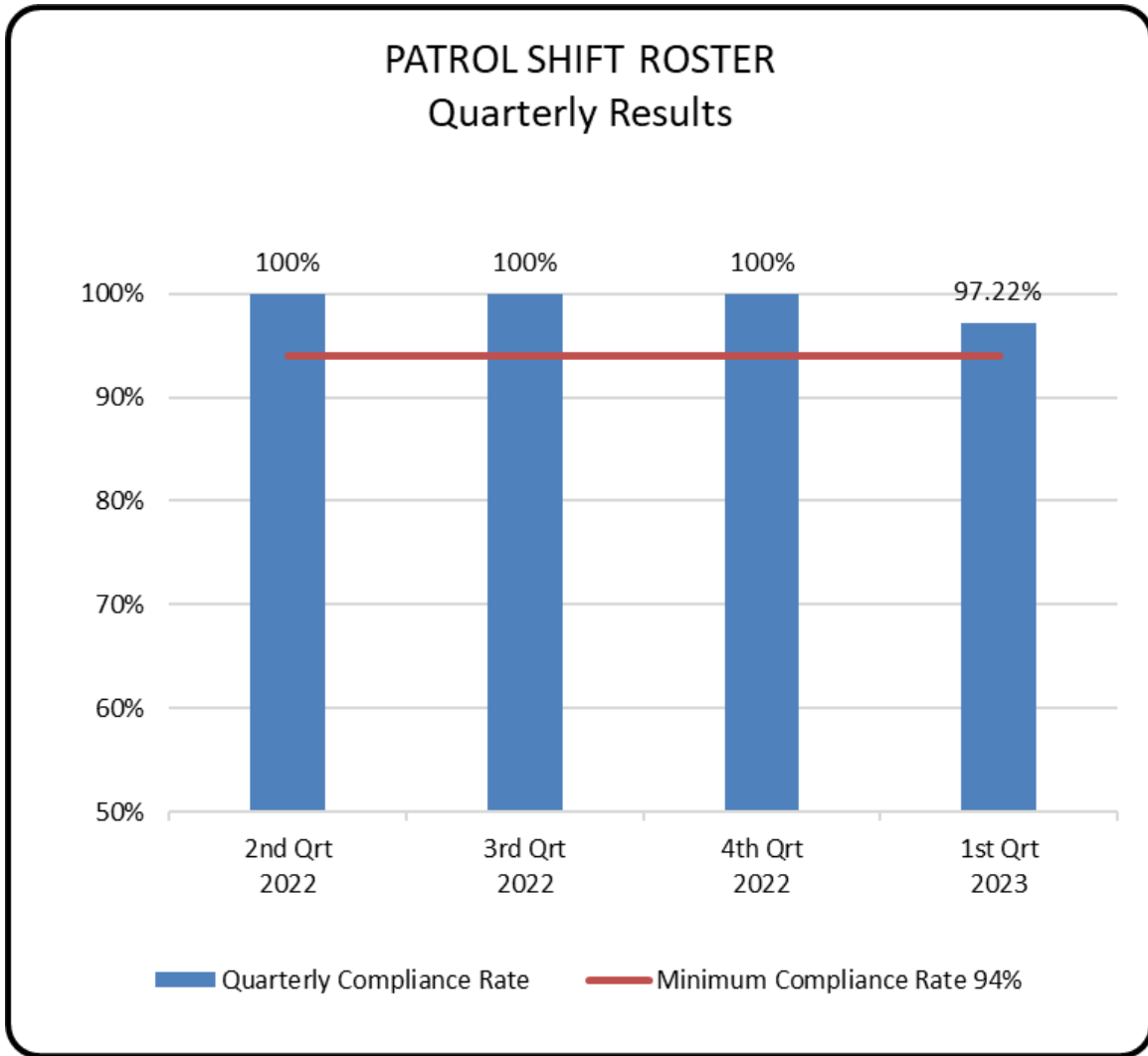
**Criteria:**

MCSO Policy GB-2, *Command Responsibility*

**Conditions:**

A random selection of one day (24-hour period) per week for the months of January, February and March was utilized. Due to possible specialty assignment squads and the variance of days in a month, the total number of shift rosters will vary each month. For the 1st quarter of 2023 there were a total of 108 rosters randomly selected for inspection. 100% of the randomly selected rosters were inspected.

MCSO achieved a compliance rate of **97.22% (total rosters in compliance / cumulative total rosters)** in the Patrol Shift Roster inspection for the 1st quarter of 2023, as illustrated in the graph below:



Division	District 1	District 2	District 3	District 4	Lake Patrol	District 7
<b>In Compliance:</b>	11	12	11	11	48	12
<b>Non-Comp. Def.</b>	0	0	0	0	0	0
<b>Comp. Def.</b>	1	0	1	1	0	0
<b>Total Rosters:</b>	12	12	12	12	48	12
<b>Compliance %:</b>	91.67%	100%	91.67%	91.67%	100%	100%

The following deficiencies were noted during the inspection period:

## Compliance Deficiencies

### District 1 (1 BIO Action Form):

District/Division	Responsible Employee	Shift Date	Current Supervisor	Current Commander
District 1	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
1. No Span of Control Memorandum was generated for exceeding the preferred 8:1 ratio. Policy GB-2.13.A.4 *Deficiency occurred when Employee was assigned to District 1*				

### District 3 (1 BIO Action Form):

District/Division	Responsible Employee	Shift Date	Current Supervisor	Current Commander
District 3	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
1. No Span of Control Memorandum was generated for exceeding the preferred 8:1 ratio. Policy GB-2.13.A.4				

### District 4 (1 BIO Action Form):

District/Division	Responsible Employee	Shift Date	Current Supervisor	Current Commander
District 4	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
1. No shift roster for grave/night shift in the Praxis shift roster program. Policy GB-2.13.A.2				

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

**Action Required:**

With the resulting **97.22%** compliance rate for Inspection #BI2023-0048, **3 BIO Action Forms**, are requested. The forms shall be completed utilizing Blue Team.

Date Inspection Started: 01/10/2023  
Date Completed: 04/18/2023  
Timeframe Inspected: January 1<sup>st</sup>, 2023 thru March 31<sup>st</sup>, 2023  
Assigned Inspector(s): Kateryna A. Ellis B4299, Sr. Auditor

I have reviewed this inspection report.

*Capt. Dominick Reaulo*

Captain Dominick Reaulo S1678  
Division Commander  
Bureau of Internal Oversight

5/8/2023

Date