

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Patrol Shift Roster Inspection 4th Quarter 2021

Inspection Report# BI2021-0161

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.

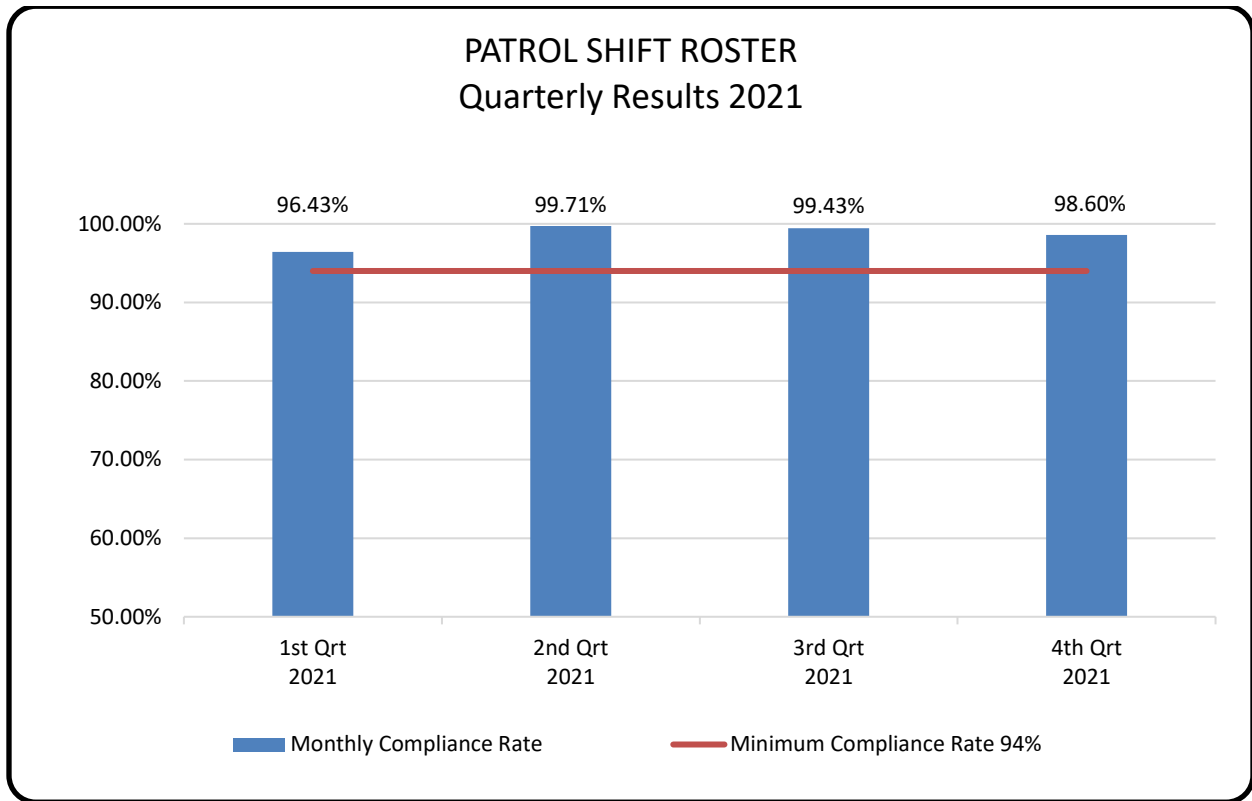
Criteria:

MCSO Policy GB-2, *Command Responsibility*

Conditions:

A random selection of one day (24-hour period) per week for the months of October, November and December 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 4th quarter of 2021; there was a total of 120 rosters randomly selected for inspection. 100% of the randomly selected rosters were inspected.

MCSO achieved a compliance rate of **98.60% (total rosters in compliance / cumulative total rosters)** in the Patrol Shift Roster inspection for the 4th quarter of 2021, as illustrated in the graph below:



*The 4th Quarter of 2019 was the first quarter for the new quarterly Shift Roster Inspection, a twelve-month trend of compliance will be included as the data becomes available.

Division	District 1	District 2	District 3	District 4	Lake Patrol	District 6	District 7
In Compliance:	12	12	12	12	48	12	12
Non-Comp. Def.	0	0	0	1	0	0	0
Comp. Def.	0	1	0	0	1	0	0
Total Rosters:	12	12	12	12	48	12	12
Compliance %:	100%	92%	100%	100%	98%	100%	100%

The following deficiencies were noted during the inspection period:

District 2 (1 BIO Action Form):

Compliance Deficiency

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District 2	Sergeant	10/04/2021	Lieutenant	Captain
Deficiency				
No Span of Control Memorandum generated for exceeding the preferred 8:1 ratio. (Policy GB-2.13.A.4)				

District 4 (1 BIO Action Form):

Non-Compliance Deficiency

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District 4	Sergeant	11/10/2021	Lieutenant	Captain
Deficiency				
Shift roster documents wrong serial number (Policy GB-2.13.A.2.c)				
Employee has 1 previous BAF for Shift Roster Inspection (BAF2021-0142)				

Lake Patrol (1 BIO Action Form):

Compliance Deficiency

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Lake Patrol	Sergeant	10/31/2021	Lieutenant	Captain
Deficiency				
No shift roster for Bartlett Lake in the Praxis shift roster program. (Policy GB-2.13.A.2) Note: Praxis "daily shift roster input" does not show a supervisor selected for Bartlett Lake which will exclude all deputies under that supervisor's name from being included in the daily shift roster report. **Employee has 2 previous BAF's for Shift Roster Inspection (BAF2021-0047 & BAF2021-0338)**				

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 **98.60%** compliance rate for Inspection #BI2021-0161, **3 BIO Action Forms**, are requested. The forms shall be completed utilizing Blue Team.

Date Inspection Started: 10/01/2021
 Date Completed: 01/18/2022
 Timeframe Inspected: October 1st, 2021 thru December 31st, 2021
 Assigned Inspector(s): Sgt. Roger T. Bierwalter S1263

I have reviewed this inspection report.

Lt. Brian Arthur S1806

2/16/2022

Lieutenant Timothy Arthur S1806
 Deputy Commander, Audits & Inspections Unit
 Bureau of Internal Oversight

Date