

# MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



**Patrol Shift Roster Inspection 1<sup>st</sup> Quarter 2021**

Inspection Report# BI2021-0034

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.

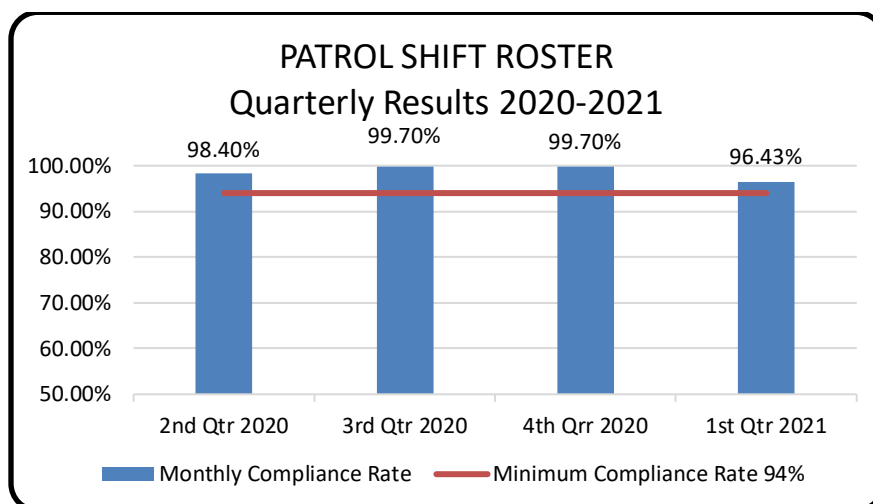
**Criteria:**

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 first quarter of 2021, there was a total of 120 rosters randomly selected for inspection; 100% of the randomly selected rosters was inspected.

MCSO achieved a compliance rate of **96.43% (total rosters in compliance / cumulative total rosters)** in the Patrol Shift Roster inspection for the first quarter of 2021, as illustrated in the graph below:



Division	District 1	District 2	District 3	District 4	Lake Patrol	District 6	District 7
----------	------------	------------	------------	------------	-------------	------------	------------

<b>In Compliance</b>	9	12	12	12	48	12	12
<b>Non-Comp. Def.</b>	2	6	5	2	1	4	6
<b>Comp. Def.</b>	3	0	0	0	0	0	0
<b>Total Rosters</b>	12	12	12	12	48	12	12
<b>Compliance %</b>	75%	100%	100%	100%	100%	100%	100%

The following deficiencies were noted during the inspection period:

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

**Compliance Deficiencies**

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District I	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
2/8/2021 and 3/1/2021 shift rosters document on-duty sergeant exceeded the 8:1 ratio of supervision without completing a span of control memorandums. (Policy GB-2.13.A.4)				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District I	Sergeant	2/17/2021	Lieutenant	Captain
<b>Deficiency</b>				
Shift roster documents on-duty sergeant exceeded the 8:1 ratio of supervision without completing a span of control memorandum. (Policy GB-2.13.A.4)				

**Non-Compliance Deficiencies**

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District I	Sergeant	3/8/2021	Lieutenant	Captain
<b>Deficiencies</b>				
<ol style="list-style-type: none"> <li>Shift roster documents serial number S1644 for B127 and vehicle as 321519; Praxis shows serial number S1644 for A127 and vehicle as 321824 (Policy GB-2.13.A.2.e and f)</li> <li>Shift roster documents serial number S2259 for B127 and vehicle as 321519; Praxis shows serial number S2259 for B123 and vehicle as 321842 (Policy GB-2.13.A.2.e and f)</li> </ol>				

## District II (3 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District II	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
<ol style="list-style-type: none"> <li>1/11/2021 Shift roster documents serial number S2254 for B282 and vehicle as 321933; Praxis shows serial number S2257 for B282 and vehicle as 321827 (Policy GB-2.13.A.2.d and e)</li> <li>1/11/2021 Shift roster documents vehicle 321933 for S1547; Praxis shows vehicle 321827 for S1547 (Policy GB-2.13.A.2.e)</li> <li>3/8/2021 Shift roster documents vehicle 321823 for E281; Praxis shows vehicle 321835 for E281 (Policy GB-2.13.A.2.e)</li> </ol> <p style="text-align: center;"><b>**Employee has 2 previous BAFs for shift roster inspection (BAF2020-0140, BAF2020-0242)**</b></p>				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District II	Sergeant	3/1/2021	Lieutenant	Captain
<b>Deficiency</b>				
Shift roster documents call sign L232 for S2039; Praxis shows call sign L231 for S2039 (Policy GB-2.13.A.2.f) <b>**Employee has 2 previous BAFs for shift roster inspection (BAF2020-0243, BAF2021-0037)**</b>				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District II	Sergeant	3/25/2021	Lieutenant	Captain
<b>Deficiencies</b>				
<ol style="list-style-type: none"> <li>Shift roster documents call sign A232 for serial number S2212; Praxis shows call sign S233 for serial number S2212 (Policy GB-2.13.A.2.f)</li> <li>Shift roster documents serial number S1831 for A234; Praxis shows serial number S1871 for A234 (Policy GB-2.13.A.2.d)</li> </ol>				

## District III (3 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
1. 1/20/2021 Shift roster documents vehicle 321875 for A351; Praxis shows vehicle 321845 for A351 (Policy GB-2.13.A.2.e) 2. 2/17/2021 Shift roster documents vehicle 321515 for A383; Praxis shows vehicle 321512 for A383 (Policy GB-2.13.A.2.e) 3. 2/25/2021 Shift roster documents vehicle 321409 for G371; Praxis shows vehicle 321429 for G371 (Policy GB-2.13.A.2.e)  <b>**Employee has 1 previous BAF for shift roster inspection (BAF2020-0245)**</b>				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	1/20/2021	Lieutenant	Captain
<b>Deficiency</b>				
Shift roster documents vehicle 311703 for L340; Praxis shows vehicle 312039 for L340 (Policy GB-2.13.A.2.e) <b>**Employee has 2 previous BAFs for shift roster inspection (BAF2020-0144, BAF2020-0312)**</b>				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	2/8/2021	Lieutenant	Captain
<b>Deficiency</b>				
Shift roster documents vehicle 321821 for A341; Praxis shows vehicle 321845 for A341 (Policy GB-2.13.A.2.e) <b>**Employee has 2 previous BAFs for shift roster inspection (BAF2020-0143, BAF2021-0041)**</b>				

## District IV (1 BIO Action Form):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District IV	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
1. 3/1/2021 Shift roster documents Squads 3 and 2; Division Roster indicates Squads 1 and 2 (Policy GB-2.13.A.2.b) 2. 3/8/2021 Shift roster documents Squads 3 and 2; Division Roster indicates Squads 1 and 2 (Policy GB-2.13.A.2.b)				

## District VI (3 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District VI	Sergeant	2/8/2021	Lieutenant	Captain
Deficiency				
Shift roster documents Squad 2; Division Roster indicates Squad 3 (Policy GB-2.13.A.2.b)				
District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District VI	Sergeant	2/17/2021	Lieutenant	Captain
Deficiency				
Shift roster documents call sign G654 for serial number S2050; Praxis shows call sign G651 for serial number S2050 (Policy GB-2.13.A.2.f)				
District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District VI	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
1. 3/1/2021 shift roster documents vehicle 311527 for A680; Praxis shows vehicle S1820 for A680 (Policy GB-2.13.A.2.e) 2. 3/17/2021 shift roster documents vehicle 311519 for G651; Praxis shows vehicle 311641 for G651 (Policy GB-2.13.A.2.e)				
<b>**Employee has 2 previous BAFs for shift roster inspection (BAF2020-0247, BAF2021-0316)**</b>				

## District VII (2 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District VII	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
1. 2/8/2021 and 3/8/2021 shift rosters document call sign E782 for serial number A3178; Praxis shows call sign E781 for serial number A3178 (Policy GB-2.13.A.2.f) 2. 3/8/2021 shift roster documents vehicle 321935 for A741; Praxis shows vehicle 312071 for A741 (Policy GB-2.13.A.2.e) <b>**Employee has 1 previous BAF for shift roster inspection (BAF2021-0045)**</b>				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District VII	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
1. 3/1/2021 shift roster documents vehicle 321935 for G741; Praxis and CAD show vehicle S2211 (Policy GB-2.13.A.2.e) 2. 3/8/2021 shift roster documents serial number S2217 for G742; Praxis shows serial number S1501 for G742 (Policy GB-2.13.A.2.d) 3. 3/8/2021 shift roster documents serial number S1501 for G743; Praxis shows serial number S2217 for G743 (Policy GB-2.13.A.2.d)				

## Lake Patrol (1 BIO Action Form):

Non-Compliance Deficiency

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Lake Patrol	Sergeant	2/17/2021	Lieutenant	Captain
<b>Deficiency</b>				
Shift roster documents vehicle 321943 for T827; CAD shows vehicle 311723 for T827 (Policy GB-2.13.A.2.e) <b>**Employee has 1 previous BAF for shift roster inspection (BAF2021-0049)**</b>				

BIO (1 BIO Action Form):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
TSAU	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
1. 3/1/2021 Shift roster documents vehicle 321817 for G124; Praxis shows vehicle 321853 for G124 (Policy GB-2.13.A.2.e) 2. 3/17/2021 Shift roster documents vehicle 321840 for G126; Praxis shows vehicle 321853 for G126 (Policy GB-2.13.A.2.e) <b>Note:</b> These deficiencies occurred when the employee was assigned to District I. <b>**Employee has 1 previous BAF for shift roster inspection (BAF2021-0048)**</b>				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
TSAU	Sergeant	Multiple	Lieutenant	Captain
<b>Deficiencies</b>				
1. 1/20/2021 and 1/28/2021 shift rosters document vehicle 311521 for T825; Praxis shows vehicle 311789 for T825 (Policy GB-2.13.A.2.e) 2. 1/20/2021 and 1/28/2021 shift rosters document vehicle 311238 for T828; Praxis shows vehicle 321943 for T828 (Policy GB-2.13.A.2.e) <b>Note:</b> These deficiencies occurred when the employee was assigned to Lake Patrol. <b>**Employee has 1 previous BAF for shift roster inspection (BAF2021-0048)**</b>				

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

**Action Required:**

With the resulting **96.43%** compliance rate for Inspection #BI2021-0034, **16 BIO Action Forms** are requested. The forms shall be completed utilizing BlueTeam.

Date Inspection Started: April 13, 2021  
 Date Completed: April 30, 2021  
 Timeframe Inspected: January 1<sup>st</sup> to March 31<sup>st</sup>, 2021  
 Assigned Inspector(s): Connie Phillips B3345



I have reviewed this inspection report.

*Lt. Jonathan Halverson S1674*

---

Lieutenant Jonathan Halverson S1674  
Commander, Audits & Inspections Unit  
Bureau of Internal Oversight

5/18/2021

---

Date