

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



December 2023 Custody Facility and Property Inspection

Inspection # BI2023-0185

The Audits and Inspections Unit (AIU) of the Sheriff's Office Bureau of Internal Oversight (BIO) will conduct Custody Bureau Facility and Property Inspections on a bimonthly basis. The purpose for this inspection is to ensure compliance with Office Policies and to promote proper handling of Property and Evidence. To achieve this, inspectors will select for an on-site inspection one of the MCSO facilities/divisions and conduct an inspection using the *Custody Bureau Facility and Property Inspection Matrix* developed by the AIU.

Matrix Procedures:

Because of the size and complexity of the various facilities and other divisions, for larger facilities, the inspectors may randomly select up to five areas of the selected facility or division for inspection. On the day of the inspection, using the "QueTel" Property and Evidence tracking system, a current printout of all outstanding Property and Evidence records for the facility/division being inspected will be obtained.

Criteria:

CP-6, *Blood Borne Pathogens*
DA-1, *Emergency Procedures for Custody Bureau Facilities*
DA-2, *Inspection and Testing of Emergency Equipment*
DB-1, *Inmate Custody Records and Files*
DB-2, *Operations Journal and Logbooks*
DB-3, *Custody Facility Security Surveillance Systems*
DG-3, *Food Services Division Safety and Sanitation*
DG-4, *Kitchen Security and Knife/Utensil Control*
DH-2, *Control Rooms and Security Equipment*
DH-5, *Key Control*
DH-6, *Inmates Supervision, Security Walks, and Headcounts*
DL-2, *Jail Inspections*
DL-3, *Inmate Hygiene*
GA-3, *Operations Manual Format*
GB-2, *Command Responsibility*
GD-1, *General Office Procedures*
GD-4, *Use of Tobacco Products*
GD-15, *Emergency Evacuation Plans*
GE-3, *Property Management*
GE-4, *Use, Assignment, and Operation of Vehicles*
GF-3, *Criminal History Record Information and Public Records*
GM-1, *Electronic Communications, Data and Voice Mail*

Conditions:

On December 19, 2023, a Facility and Property inspection was conducted for the Transportation Division. The Transportation Division is located at 2670 S. 28th Drive, Phoenix AZ 85009. The Division is collocated with the Intake Transfer and Release (ITR) Facility.

The Transportation division is responsible for transporting pre-trial inmates from the various MCSO Jail facilities to the appointed Courts. They also perform the movement of pre-trial inmates and fully sentenced inmates amongst the various MCSO Jails. Additionally, the Transportation division transports prisoners from various prisons in-state to the MCSO Jails when directed to do so by the courts so that these prisoners can be present for additional legal proceedings in the various

Maricopa County courts. In June, the Correctional Health Services provided new COVID-19 guidance regarding the housing and transportation of inmates. This new guidance allowed the Transportation division to begin using buses and other transports vehicles on a regular basis, thus reducing the number of trips and miles driven to transport inmates to and from court. This was a welcome return to pre-pandemic operations. During the 2023 calendar year, the division has transported more than 125,000 inmates as part of their daily operations.

The Transportation Division is currently staffed by 43 detention officers, 1 civilian employee, 4 Field Training Officers (FTOs), and 6 supervisors (Sergeants, Lieutenant, and a Captain).

Upon arrival at the Transportation Division, the AIU inspection team was met by the division's Lieutenant. We were escorted into a meeting room for the initial in-brief with the division's command staff. A short in-brief was conducted where the inspection process was explained. After the in-brief, the inspection team and escorts broke into 2 separate inspection groups to conduct the inspection more efficiently. After the inspection was completed, an informal briefing was conducted where the inspectors briefed their findings and observations. A summary of the inspection findings and observations follows:

Section 1 Administration/Supervision:

The escorting personnel, as well as other staff on duty, expeditiously provided every document that was requested, answered all questions posed, and indicated where files, documents, and relevant records were stored.

The Transportation Division is in full compliance with the inspection requirements for this section.

Section 2 Facility and Operations:

The facility was clean and presented a professional work environment. All doors were secured and our movement throughout the facility was restricted by locked doors that required access from the control room or through key access from our escorts. The officers on duty were professional in their demeanor. They were courteous and patient as they answered all questions and facilitated access to the secure spaces within their control. This was done without compromising their primary duty of providing for the safety and wellbeing of inmates, officers, and inspectors. During the inspection team's movement throughout the facility, we had the opportunity to observe officers and inmates at the division's holding area. The inmates were courteous to escorting staff and inspection team members. Officers on duty clearly communicated control of their charges in a calm, courteous, and professional manner.

The Transportation Division is in full compliance with the inspection requirements for this section.

Section 3 Property and Evidence:

The transportation division does not maintain their own Property and Evidence room. When the division needs to impound property and/or evidence, the division coordinates with the Intake, Transfer, and Release (ITR) Facility personnel and makes use of the ITR's property room to conduct the impounding process. The inspection team queried on-duty personnel on their process, and they verbally outlined their procedures which demonstrated their knowledge of current policy and procedures for impounding property and/or evidence.

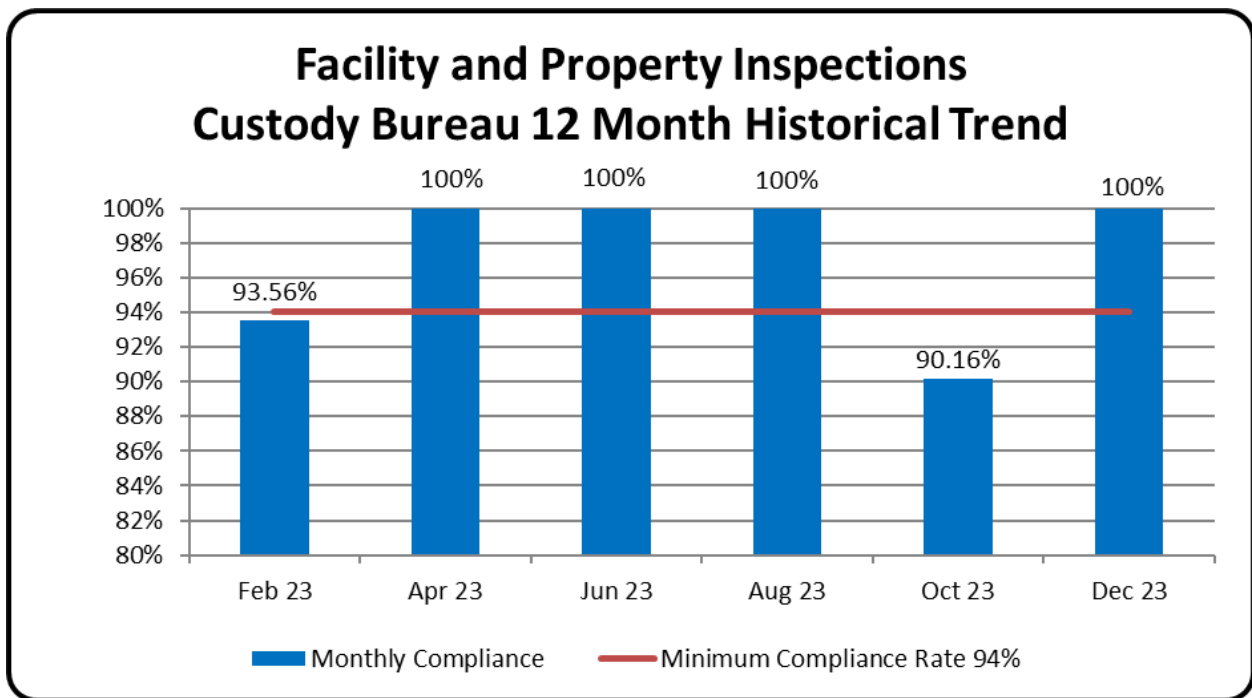
The Transportation Division is in full compliance with the inspection requirements for this section.

Additional Observations:

Throughout the visit, the inspectors were granted full access to all office spaces, storage rooms, filing cabinets, desk drawers, and any other containers found. It should also be noted that all officers observed were in full uniform, presented a professional appearance, and when interacting with the inspection team, were professional and courteous in their responses and demeanor.

During the inspection, no evidence was discovered indicating that MCSO equipment was being used in a manner that discriminates or denigrates anyone on the basis of race, color, nationality/national origin, immigration status, age, religious beliefs/religion, gender, culture/cultural group, sexual orientation, gender identity/expression, veteran status, ancestry, physical or mental disability, ethnic background, or socioeconomic status, or that property and/or evidence was being mishandled. Additionally, there were no indicators observed that would indicate that sensitive, protected, or confidential information and/or records were being mishandled or disposed of improperly.

Below is the 12-month historical comparison of compliance rates for the Custody Facility and Property inspections.



Action Required:

Inspection BI2023-0185 resulted in **100%** overall compliance with **no** BIO Action Forms requested.

Notes:

All supporting documentation (working papers) is included in the inspection file number BI2023-0185 and contained within IA Pro.

Date Inspection Started: December 14, 2023
Date Completed: December 19, 2023
Timeframe Inspected: December 14 to December 19, 2023
Assigned Inspector: Sr. Auditor M. Rodriguez A9047

I have reviewed this inspection report.

Lt. Brian Arthur S1806

1/18/2024

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

Date