

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Patrol Shift Roster Inspection 3rd Quarter 2021

Inspection Report# BI2021-0119

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.

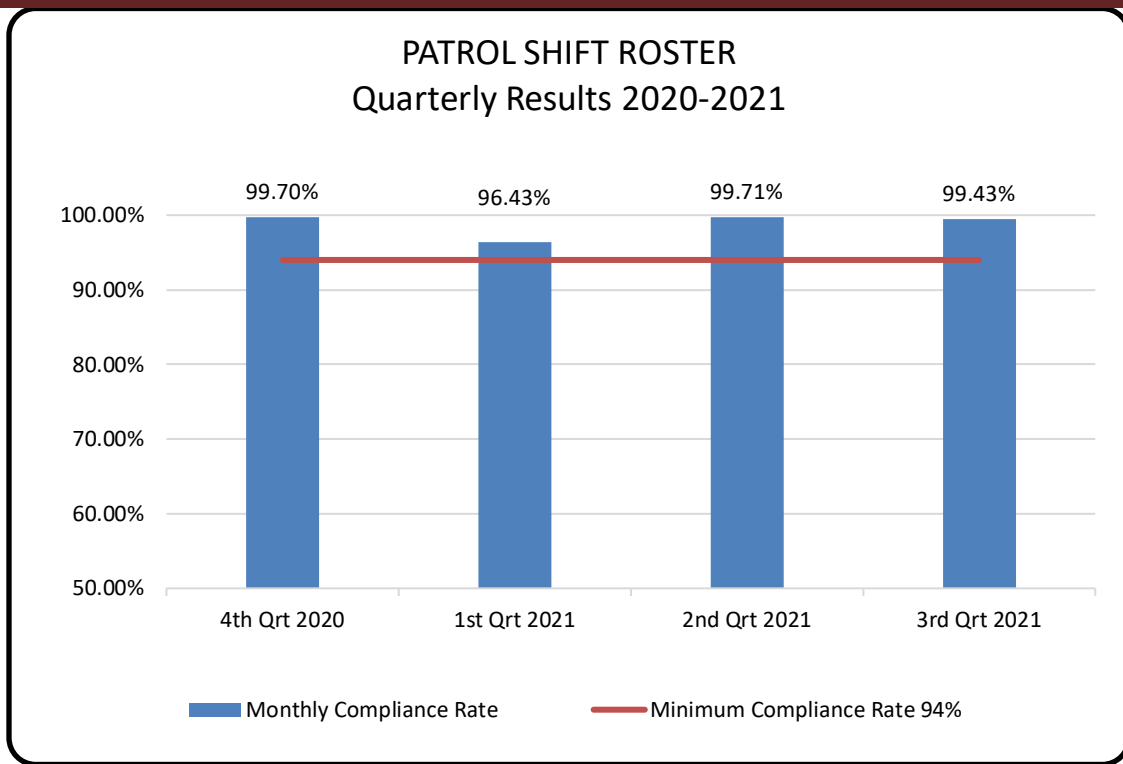
Criteria:

MCSO Policy GB-2, *Command Responsibility*

Conditions:

A random selection of one day (24-hour period) per week for the months of July, August and September 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 3rd 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 **99.43% (total rosters in compliance / cumulative total rosters)** in the Patrol Shift Roster inspection for the 3rd 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	4	0	8	2	1
Comp. Def.	0	0	0	0	2	0	0
Total Rosters:	12	12	12	12	48	12	12
Compliance %:	100%	100%	100%	100%	96%	100%	100%

The following deficiencies were noted during the inspection period:

District III (2 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District 3	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
7/25/2021- Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
8/10/2021- Shift roster documents wrong serial number (Policy GB-2.13.A.2.c)				
** Employee has 4 previous BAF's for Shift Roster Inspection (BAF2020-0042, BAF2020-0143, BAF2021-0041 & BAF2021-0141)**				

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District 3	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
<ul style="list-style-type: none"> • Shift roster documents wrong serial number (Policy GB-2.13.A.2.c) • Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) • ** Employee has 2 previous BAF's for Shift Roster Inspection (BAF2021-0040 & BAF2021-0215)** 				

District VI (2 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District 6	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
Shift roster documents wrong serial number (Policy GB-2.13.A.2.c)				
Employee has 2 previous BAF's for Shift Roster Inspection (BAF2020-0048 & BAF2021-0144)				

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District 6	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
Shift roster documents wrong serial number (Policy GB-2.13.A.2.c)				

District VII (1 BIO Action Form):

Non-Compliance Deficiency

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District 7	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
Employee has 2 previous BAF's for Shift Roster Inspection (BAF2020-0250 & BAF2021-0218)				

Lake Patrol (4 BIO Action Forms):

Compliance Deficiencies

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Lake Patrol	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
7/25/2021- Shift roster shows deputy as working but the deputy is not found within Praxis. (Policy GB-2.13.A.2.d)				
8/10/2021- Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
9/14/2021- No shift roster was completed for Lake Pleasant. (Policy GB-2.13.A.2)				
9/26/2021- No shift roster was completed for Lake Pleasant. (Policy GB-2.13.A.2)				
Employee has 3 previous BAF's for Shift Roster Inspection (BAF2020-0052, BAF2020-0319 & BAF2021-0221)				

Non-Compliance Deficiencies

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Lake Patrol	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
7/13/2021- Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
8/10/2021- Shift roster shows deputy as working but deputy is not found within Praxis. (Policy GB-2.13.A.2.d)				
Employee has 2 previous BAF's for Shift Roster Inspection (BAF2020-0057 & BAF2021-0047)				

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Lake Patrol	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
7/8/2021- Shift roster documents wrong call sign (Policy GB-2.13.A.2.f)				
7/25/2021- Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
8/5/2021- Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
Employee has 2 previous BAF's for Shift Roster Inspection (BAF2020-0140 & BAF2021-0222)				

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Lake Patrol	Sergeant	Redacted	Lieutenant	Captain
Deficiency				
Shift roster documents wrong call sign (Policy GB-2.13.A.2.f)				

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 **99.43%** compliance rate for Inspection #BI2021-0119, **9 BIO Action Forms**, are requested. The forms shall be completed utilizing Blue Team.

Date Inspection Started: 07/12/2021
Date Completed: 10/14/2021
Timeframe Inspected: July 1st, 2021 through September 30th, 2021
Assigned Inspector(s): Sgt. Roger T. Bierwalter S1263

I have reviewed this inspection report.

Lt. Jonathan Halverson S1674

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

11/3/2021

Date