

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Patrol Activity Log Inspection January 2020

Inspection Report# BI2020-0009

The Audits and Inspections Unit (AIU) of the Sheriff’s Office Bureau of Internal Oversight (BIO) will conduct monthly inspections of the supervisory review of Patrol Activity Logs to ensure compliance with Office policies, promote proper supervision, and support the requirements set forth in the Court Order.

The Patrol Activity Logs will be uniformly inspected utilizing a matrix developed by the AIU in accordance with procedures outlined in MCSO Policy GB-2, GI-1.3 and paragraph 83 of the Melendres Order.

Compliance Objectives:

- Ensure the supervisor has reviewed Patrol Activity Logs for shifts worked by assigned subordinates.
- Verify the Patrol Activity Logs were reviewed no later than seven days after the completion of the shift under review.

Criteria:

MCSO Policy GB-2, *Command Responsibility*

Policy GI-1, *Radio and Enforcement Communications Procedures*

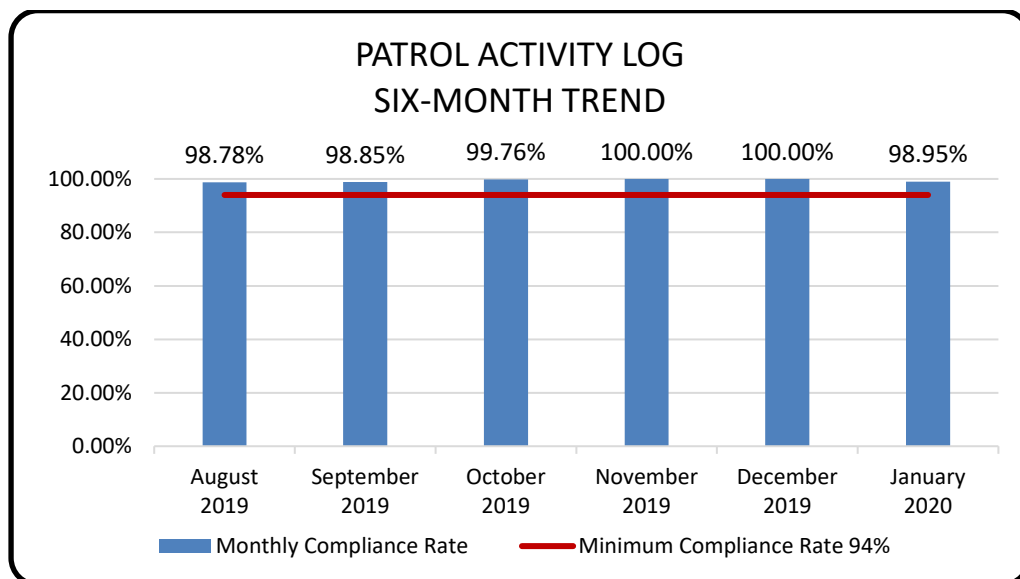
Melendres Order, Paragraph 83

Conditions:

MCSO’s assigned Court Monitor provided a sample of 33 Deputies from all Patrol Districts/Divisions for the January Patrol Activity Log Review. The sample of 33 Deputies provided a total of 478 daily Patrol Activity Logs available for inspection; 478 or 100% of the Patrol Activity Logs were inspected for this report.

Deficiencies noted in the review of the Praxis system are cross-checked with Division rosters and other records to increase accuracy.

MCSO achieved an overall compliance rate of **98.95%** in the Patrol Activity Log inspection for January 2020, as illustrated in the graph below:



The compliance rate of each division is illustrated in the table below:

District	Compliance Rate	Total Patrol Activity Logs Inspected	Deficiencies	In Compliance
1	100.00%	133	0	133
2	100.00%	40	0	40
3	100.00%	49	0	49
4	92.19%	64	5	59
Lake Patrol	100.00%	79	0	79
6	100.00%	63	0	63
7	100.00%	50	0	50
Totals	98.95%	478	5	473

The following five deficiencies were noted during the inspection period:

District IV (1 BIO Action Form)

District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District IV	Deputy	Sergeant	1/28/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log eight calendar days after the completion of the shift under review rather than within the seven-day period as required by Policy GB-2.13.G.1.				
District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District IV	Deputy	Sergeant	1/28/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log eight calendar days after the completion of the shift under review rather than within the seven-day period as required by Policy GB-2.13.G.1.				
District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District IV	Deputy	Sergeant	1/28/2020	Captain
Deficiency				
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District IV	Deputy	Sergeant	1/28/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log eight calendar days after the completion of the shift under review rather than within the seven-day period as required by Policy GB-2.13.G.1.				

Action Required:

With the resulting 98.95% compliance rate for Inspection #BI2020-0009, **one BIO Action Form** is required.

Recommendations:

Supervisors continue to review the Patrol Activity Logs (PAL) through Praxis for patrol shifts worked by their assigned subordinates whom they supervised. This review shall ensure subordinates are accurately accounting for their activities during the shift and shall be done after the completion of the subordinates' shifts. In most cases, the supervisor who supervised the subordinate having knowledge to accurately account for their activities during the shift would sign off the Patrol Activity Log(s). The supervisor should cross-check the subordinate's Patrol Activity Log with the District Roster to confirm the subordinate is accurately accounted for. Deputies working details outside of their normal dispatch call group may not show up on a Praxis "District Search" review. It is recommended that supervisors use the "Individual Search" function to ensure all Patrol Activity Logs are reviewed and signed off.

Date Inspection Started: 2/10/2020
Date Completed: 2/13/2020
Timeframe Inspected: January 1st to January 31st, 2020
Assigned Inspector(s): Connie Phillips B3345

I have reviewed this inspection report.

Captain J. McFarland S1344
Capt. James McFarland S1344
Division Commander
Bureau of Internal Oversight

2/14/2020

Date