

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Patrol Activity Log Inspection February 2020

Inspection Report# BI2020-0022

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*

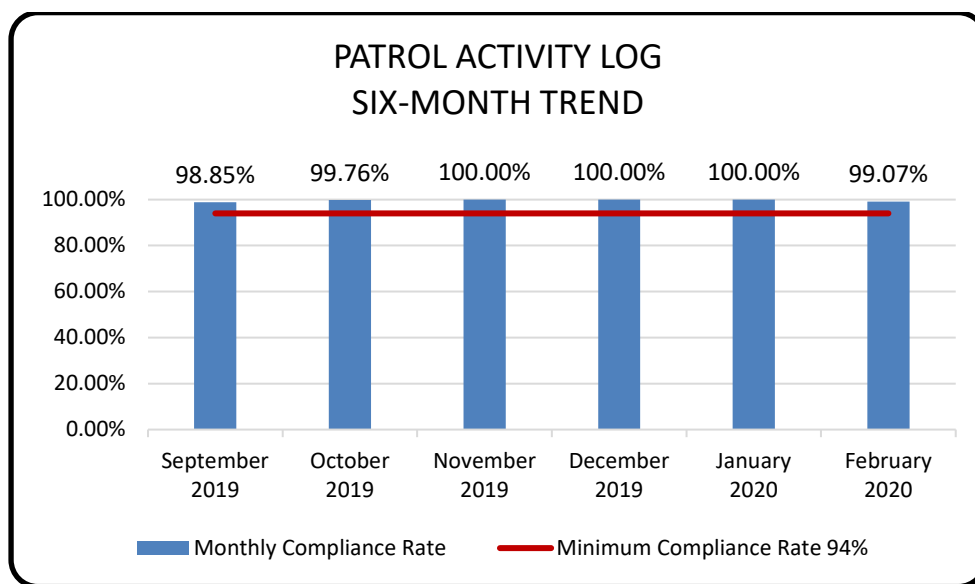
Melendres Order, Paragraph 83

Conditions:

MCSO’s assigned Court Monitor provided a sample of 33 Deputies from all Patrol Districts/Divisions for the February Patrol Activity Log Review. The sample of 33 Deputies provided a total of 428 daily Patrol Activity Logs available for inspection; 428 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 **99.07%** for the February 2020 Patrol Activity Log inspection, 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	98.08%	104	2	102
2	95.74%	47	2	45
3	100.00%	49	0	49
4	100.00%	52	0	52
Lake Patrol	100.00%	49	0	49
6	100.00%	79	0	79
7	100.00%	48	0	48
Totals	99.07%	428	4	424

The following four deficiencies were noted during the inspection period:

District I (2 BIO Action Forms)

District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District I	Deputy	Sergeant	2/14/2020	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 I	Deputy	Sergeant	2/23/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log eleven 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 II (1 BIO Action Form)

District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District II	Deputy	Sergeant	2/11/2020	Captain
Deficiency				
Supervisor did not review the Patrol Activity Log through Praxis as required by Policy GB-2.13.G.				
District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District II	Deputy	Sergeant	2/11/2020	Captain
Deficiency				
Supervisor did not review the Patrol Activity Log through Praxis as required by Policy GB-2.13.G.				

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 99.07% compliance rate for Inspection #BI2020-0022, **three BIO Action Forms** are 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: 3/10/2020
Date Completed: 3/13/2020
Timeframe Inspected: February 1st to February 29th, 2020
Assigned Inspector(s): Connie Phillips B3345

I have reviewed this inspection report.

Lt. Todd Brice

3/30/2020

Lt. Todd Brice S1767
Commander, Audits and Inspections Unit
Bureau of Internal Oversight

Date