

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Patrol Shift Roster Inspection 2nd Quarter 2021

Inspection Report# BI2021-0075

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.

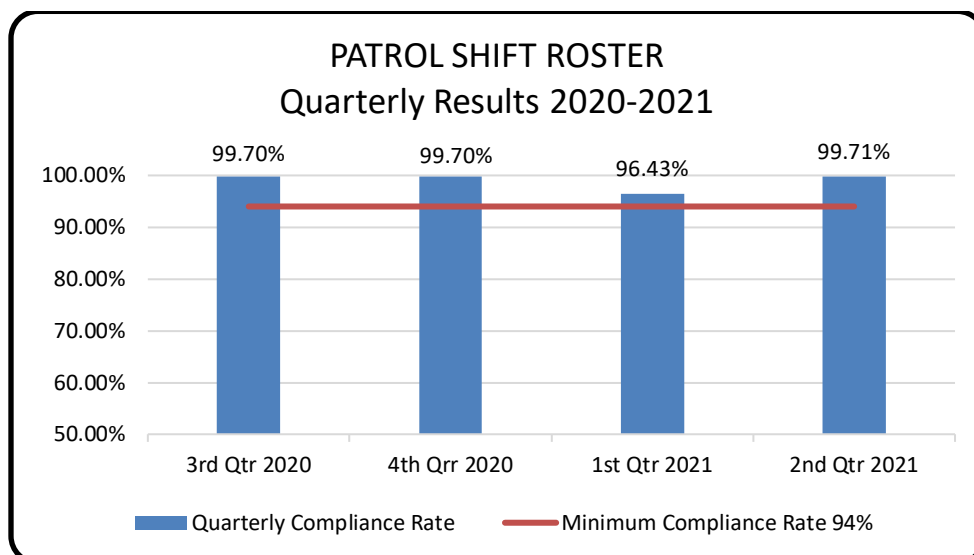
Criteria:

MCSO Policy GB-2, *Command Responsibility*

Conditions:

A random selection of one day (24-hour period) per week for the months of April, May, and June 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 second 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 **99.71% (total rosters in compliance / cumulative total rosters)** in the Patrol Shift Roster inspection for the second quarter of 2021, as illustrated in the graph below:



Division	District 1	District 2	District 3	District 4	Lake Patrol	District 6	District 7
In Compliance	12	12	12	12	47	12	12
Non-Comp. Def.	0	7	17	0	10	8	1
Comp. Def.	0	0	0	0	1	0	0
Total Rosters	12	12	12	12	48	12	12
Compliance %	100%	100%	100%	100%	98%	100%	100%

The following deficiencies were noted during the inspection period:

District II (3 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District II	Sergeant	Multiple	Lieutenant	Captain

Deficiencies

4/9/2021 shift roster documents wrong serial number (**Policy GB-2.13.A.2.d**)

4/29/2021 shift roster documents wrong vehicle number (**Policy GB-2.13.A.2.e**)

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District II	Sergeant	4/9/2021	Lieutenant	Captain

Deficiency

Shift roster documents wrong vehicle number (**Policy GB-2.13.A.2.e**)

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District II	Sergeant	4/16/2021	Lieutenant	Captain

Deficiencies

1. Shift roster documents wrong serial number (**Policy GB-2.13.A.2.d**)
2. Shift roster documents wrong vehicle number (**Policy GB-2.13.A.2.e**)
3. Shift roster documents wrong serial number (**Policy GB-2.13.A.2.d**)
4. Shift roster documents wrong vehicle number (**Policy GB-2.13.A.2.e**)
5. Shift roster documents wrong vehicle number (**Policy GB-2.13.A.2.e**)

District III (5 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
<ol style="list-style-type: none"> 4/9/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 4/9/2021, 4/16/2021, and 4/24/2021 shift rosters document wrong vehicle number (Policy GB-2.13.A.2.e) 4/16/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
<ol style="list-style-type: none"> 5/14/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 5/14/2021 shift roster documents wrong serial number (Policy GB-2.13.A.2.d) 6/24/2021 shift roster documents wrong serial number (Policy GB-2.13.A.2.d) 6/24/2021 shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	5/22/2021	Lieutenant	Captain
Deficiencies				
<ol style="list-style-type: none"> 5/22/2021 shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 5/22/2021 shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 6/24/2021 shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 				

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	5/27/2021	Lieutenant	Captain
Deficiency				
Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District III	Sergeant	4/24/2021	Lieutenant	Captain
Deficiencies				
1. Shift roster documents wrong serial number (Policy GB-2.13.A.2.d) 2. Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 3. Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 4. Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) Note: These deficiencies occurred when the employee was assigned to District II. **Employee has 1 previous BAF for shift roster inspection (BAF2021-0040)**				

District VI (2 BIO Action Forms):

Non-Compliance Deficiencies

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District VI	Sergeant	4/9/2021	Lieutenant	Captain
Deficiency				
Shift roster documents wrong call sign (Policy GB-2.13.A.2.f)				

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
District VI	Sergeant	5/14/2021	Lieutenant	Captain
Deficiencies				
<ol style="list-style-type: none"> 1. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 2. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 3. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 4. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 5. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 6. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 7. Shift roster documents wrong call sign (Policy GB-2.13.A.2.f) 				

District VII (1 BIO Action Form):

Non-Compliance Deficiency

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
District VII	Sergeant	4/29/2021	Lieutenant	Captain
Deficiency				
Shift roster documents wrong serial number (Policy GB-2.13.A.2.d)				

Lake Patrol (4 BIO Action Form):

Compliance Deficiency

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
River	Sergeant	4/24/2021	Lieutenant	Captain
Deficiency				
No shift roster was completed for the day. (Policy GB-2.13.A.2)				

Non-Compliance Deficiencies

District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Bartlett	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
1. 4/16/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 2. 4/24/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 3. 6/19/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e)				
Employee has 1 previous BAF for shift roster inspection (BAF2020-0252)				
District/Division	Employee	Shift Dates	Current Supervisor	Current Commander
Pleasant	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
1. 4/29/2021 shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) 2. 6/4/2021 and 6/24/2021 shift rosters document wrong vehicle number (Policy GB-2.13.A.2.e)				
Employee has 1 previous BAF for shift roster inspection (BAF2020-0319)				
District/Division	Employee	Shift Date	Current Supervisor	Current Commander
Trail	Sergeant	Multiple	Lieutenant	Captain
Deficiencies				
6/4/2021, 6/11/2021, 6/19/2021, and 6/24/2021 shift rosters document wrong vehicle number (Policy GB-2.13.A.2.e)				
Employee has 1 previous BAF for shift roster inspection (BAF2020-0242)				

Enforcement Support (1 BIO Action Form):

Non-Compliance Deficiency

District/Division	Employee	Shift Date	Current Supervisor	Current Commander
Enforcement Support	Sergeant	4/24/2021	Lieutenant	Captain
Deficiency				
Shift roster documents wrong vehicle number (Policy GB-2.13.A.2.e) Note: This deficiency occurred when the employee was assigned to District II.				

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 **99.71%** compliance rate for Inspection #BI2021-0075, **16 BIO Action Forms** are requested. The forms shall be completed utilizing BlueTeam.

Date Inspection Started: May 20, 2021
 Date Completed: July 27, 2021
 Timeframe Inspected: April 1st to June 30th, 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

8/9/2021

Date