

# MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



**EIS Alerts Inspection Report October 2019**

Inspection # BI2019-0157

The Bureau of Internal Oversight (BIO), Audits and Inspections Unit (AIU) will conduct inspections of the Early Identification System (EIS) Alerts on a monthly basis. The purpose of the inspection is to ensure compliance with Office Policies and to promote proper supervision. To achieve this, the Court Monitor Team, through the Court Implementation Division, selected a sample of 15 EIS Alerts closed/completed during the month being inspected. These selected alerts will be provided to the AIU. To ensure consistent inspections, the *EIS Alerts Inspection Matrix* developed by the AIU will be utilized to inspect the provided sample.

**Matrix Procedure:**

Utilize the *EIS Alerts Inspection Matrix* to ensure that the selected EIS Alerts are returned to the Early Intervention Unit (EIU) in the required timeframe.

**Criteria:**

MCSO Policy GB-2, *Command Responsibility*

MCSO Policy GH-5, *Early Identification System (EIS)*

**Conditions:**

After AIU received 15 closed EIS Alert cases selected by the Court Monitor Team, a review of the IAPro Early Identification case management system was conducted for each of the EIS Alerts in the provided sample.

The inspection results for the 15 EIS Alerts completed/closed during October 2019:

Inspection Element	Not In Compliance	In Compliance	Compliance Rate
Alert addressed, closed, and returned to EIU within 30 calendar days as required by policy	4	11	73.33%
For Alerts not completed within 30 days, determine if an extension was requested by the assigned division and if the extension request was granted by EIU	N/A	N/A	N/A
If an extension was granted, the Alert was completed and submitted 30 days from original due date	N/A	N/A	N/A
<b>Compliance for EIS Alerts completed/Closed during October</b>	<b>4</b>	<b>11</b>	<b>73.33%</b>

The following table describes approved actions taken by the supervisor and if an administrative investigation is indicated:

IA Number	Event Number	Interventions Initiated by Command	Administrative Investigation in Progress
EA2019-000136	Alert2019-0137	Multiple Interventions	No
EA2019-000132	Alert2019-0132	Multiple Interventions	Yes
EA2019-000129	Alert2019-0129	No Further Action	Yes
EA2019-000128	Alert2019-0130	Meeting with the Supervisor	Yes
EA2019-000126	Alert2019-0127	Meeting with the Supervisor	No
EA2019-000124	Alert2019-0124	Referral to PSB	Yes
EA2019-000122	Alert2019-0117	Meeting with the Supervisor	No
EA2019-000119	Alert2019-0122	No Further Action	Yes

EA2019-000114	Alert2019-0112	Meeting with the Supervisor	No
EA2019-000112	Alert2019-0114	No Further Action	Yes
EA2019-000096	Alert2019-0096	Meeting with the Supervisor	Yes
EA2019-000077	Alert2019-0076	Meeting with the Commander	Yes
EA2019-000070	Alert2019-0063	Meeting with the Supervisor	No
EA2019-000019	Alert2019-0016	Meeting with the Supervisor	Yes
EA2018-000309	Alert2018-0340	No Further Action	Yes

The following perceived deficiencies were identified during the inspection process and require that a BIO Action Form be completed.

### District 1 (2 BIO Action Forms)

EA Number	Alert Number	Deficient Employee	Division	Bureau Chief
EA2019-000114	Alert2019-0112	Captain	District 1	Chief
Deficiency				
The EIS Alert was not returned to EIU within 30 days.				

EA Number	Alert Number	Deficient Employee	Division	Division Commander
EA2019-000070	Alert2019-0063	Lieutenant	District 1	Captain
Deficiency				
The EIS Alert was not returned to EIU within 30 days.				

### District 7 (1 BIO Action Form)

EA Number	Alert Number	Deficient Employee	Division	Division Commander
EA2018-000309	Alert2018-0340	Sergeant	District 7	Captain
Deficiency				
The EIS Alert was not returned to EIU within 30 days.				

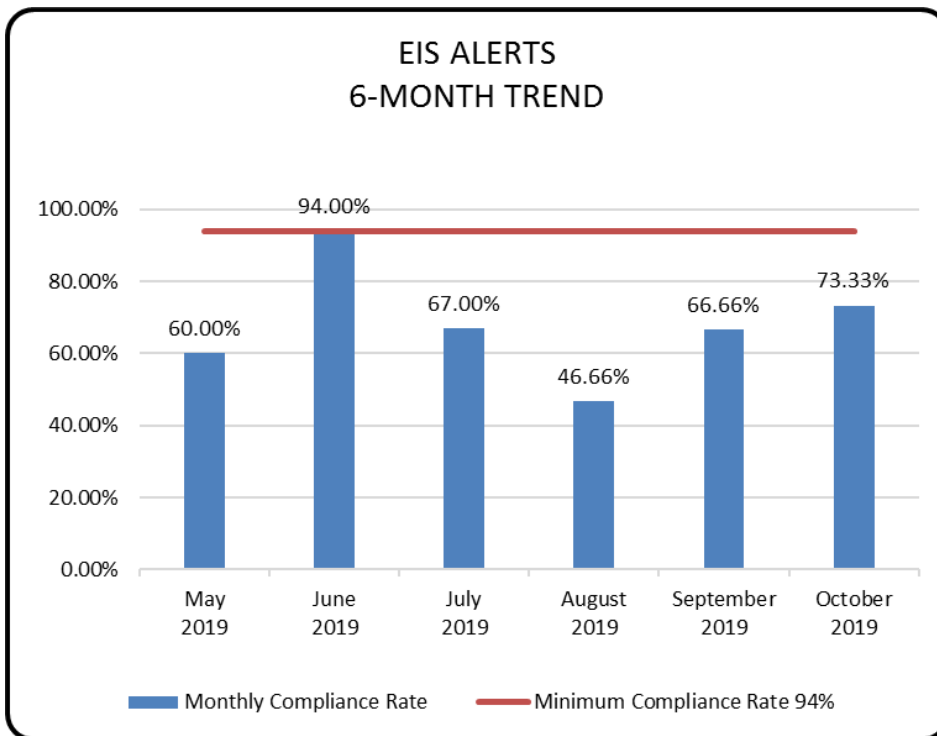
## Central Intake (1 BIO Action Form)

EA Number	Alert Number	Deficient Employee	Division	Division Commander
EA2019-000019	Alert2019-0016	Sergeant	Central Intake	Captain
Deficiency				
The EIS Alert was not returned to EIU within 30 days.				

Unless noted above in the deficiency table, there was no prior BIO Action Forms similar in nature for the perceived deputy deficiencies.

**Results:**

- 73.33% or 11 out of 15 EIS Alerts had no deficiencies (11 ÷ 15 = 73.33).
- The overall results were a 6.67% increase in compliance from the September 2019 inspection.



**Action Required:**

With the resulting **73.33%** compliance for Inspection BI2019-0157, a total of **4 BIO Action Forms** are requested from the affected divisions. The forms shall be completed utilizing Blue Team.

**Recommendations:**

1. It is recommended that commanders continue to emphasize the importance of completion of the *Early Identification System Alert Response Form* (Attachment B) and submitting the completed EIS Alert to the chain of command via Blue Team and returning it to the EIU within the allotted 30 days. Exceptions to the completion of an EIS Alert within the established timeframe is limited to the employee being on an approved leave, as specified in Office Policy GC-1, *Leaves and Absences*.
2. If the completion of an EIS Alert will exceed the 30-calendar day timeframe, the supervisor assigned to complete the Alert shall request an extension by submitting a *Request for Alert Extension* memorandum through their chain of command to the division commander and submitted for approval to the EIU **via email** prior to the expiration of the original established timeframe.

**Notes:**

All supporting documentation (working papers) is included in the inspection file number *BI2019-0157* and contained within IA Pro.

Date Inspection Started: November 12, 2019  
Date Completed: November 14, 2019  
Timeframe Inspected: October 1st-31st, 2019  
Assigned Inspector: Sgt. S. Hatfield S1897

I have reviewed this inspection report.

*Lt. D. Reaulo S1678*

Lt. D. Reaulo S1678  
Commander, Audits & Inspections Unit  
Bureau of Internal Oversight

12/4/2019

Date