

# MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



**EIS Alerts Inspection Report January 2020**

Inspection # BI2020-0012

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 January 2020:

Inspection Element	Not In Compliance	In Compliance	Total Inspected	Compliance Rate
Alert addressed, closed, and returned to EIU within 30 calendar days as required by policy	3	12	15	80.00%
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	3	0	3	00.00%
If an extension was granted, the Alert was completed and submitted within 30 days of new due date	N/A	N/A	N/A	N/A
<b>Compliance for EIS Alerts completed/Closed during January 2020</b>	<b>3</b>	<b>12</b>	<b>15</b>	<b>80.00%</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
EA2018-000228	Alert2018-0283	No Further Action	No
EA2019-000109	Alert2019-0109	No Further Action	No
EA2019-000111	Alert2019-0110	No Further Action	No
EA2019-000127	Alert2019-0126	Meeting with Supervisor	No
EA2019-000152	Alert2019-0152	Supervisor Ride-a-Long	No
EA2019-000157	Alert2019-0154	No Further Action	No
EA2019-000160	Alert2019-0159	No Further Action	No
EA2019-000164	Alert2019-0165	Meeting with Supervisor	No
EA2019-000165	Alert2019-0163	No Further Action	Yes
EA2019-000166	Alert2019-0172	Meeting with Supervisor	No
EA2019-000168	Alert2019-0170	Meeting with Supervisor	No
EA2019-000172	Alert2019-0166	No Further Action	No
EA2019-000179	Alert2019-0177	Meeting with Supervisor	No
EA2019-000180	Alert2019-0175	Meeting with Supervisor	No
EA2019-000186	Alert2019-0187	Meeting with Supervisor	Yes

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

### District 1 (1 BIO Action Form)

Division	EA Number	Alert Number	Deficient Employee	Current Supervisor	Patrol Chief East
District 1	EA2019-000127	Alert2019-0126	Lieutenant	Captain	Chief
<b>Deficiency</b>					
The EIS Alert was not returned to EIU within 30 days of initial assignment. (GH-5.5.Q)					

### District 2 (1 BIO Action Form)

Division	EA Number	Alert Number	Deficient Employee	Current Supervisor	Patrol Chief West
District 2	EA2019-000164	Alert2019-0165	Captain	Chief	Chief
<b>Deficiency</b>					
The EIS Alert was not returned to EIU within 30 days of initial assignment. (GH-5.5.Q)					

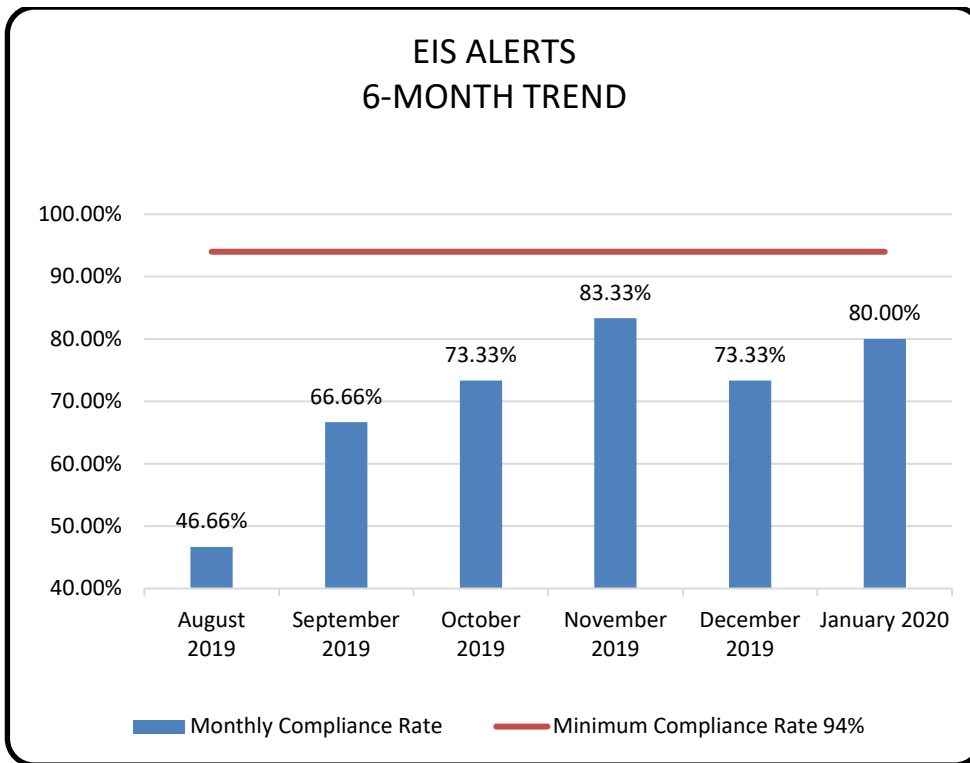
### Estrella Jail (1 BIO Action Form)

Division	EA Number	Alert Number	Deficient Employee	Current Supervisor	Chief of Custody
Estrella Jail	EA2019-000111	Alert2019-0109	Captain	Chief	Chief
Deficiency					
The EIS Alert was not returned to EIU within 30 days of initial assignment. (GH-5.5.Q)					

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

**Results:**

- 80.00% or 12 out of 15 EIS Alerts had no deficiencies (12 ÷ 15 = 80.00%).
- The overall results were a 6.67% increase in compliance from the December 2019 inspection.



**Action Required:**

With the resulting 80.00% compliance for Inspection BI2020-0012 a total of **3 BIO Action Form** is 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 *BI2020-0012* and contained within IA Pro.

Date Inspection Started: February 12<sup>th</sup>, 2020  
Date Completed: February 12<sup>th</sup>, 2020  
Timeframe Inspected: January 2020  
Assigned Inspector: Sgt. R. T. Bierwalter S1263

I have reviewed this inspection report.

*Lt. Todd Brice*

03/04/2020

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

Date