

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



EIS Alerts Inspection Report November 2019

Inspection # BI2019-0169

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 6 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 6 EIS Alerts completed/closed during November 2019:

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	1	5	6	83.33%
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	1	1	2	50.0%
If an extension was granted, the Alert was completed and submitted within 30 days of new due date	0	1	1	100.0%
Compliance for EIS Alerts completed/Closed during November 2019	1	5	6	83.33%

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
EA2019-000106	Alert2019-0104	Meeting with Supervisor	Yes
EA2019-000116	Alert2019-0120	Meeting with Supervisor	No
EA2019-000121	Alert2019-0118	Meeting with Supervisor	No
EA2019-000130	Alert2019-0128	No Further Action	No
EA2019-000138	Alert2019-0135	Meeting with Supervisor	No
EA2019-000144	Alert2019-0140	Meeting with Supervisor	No

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

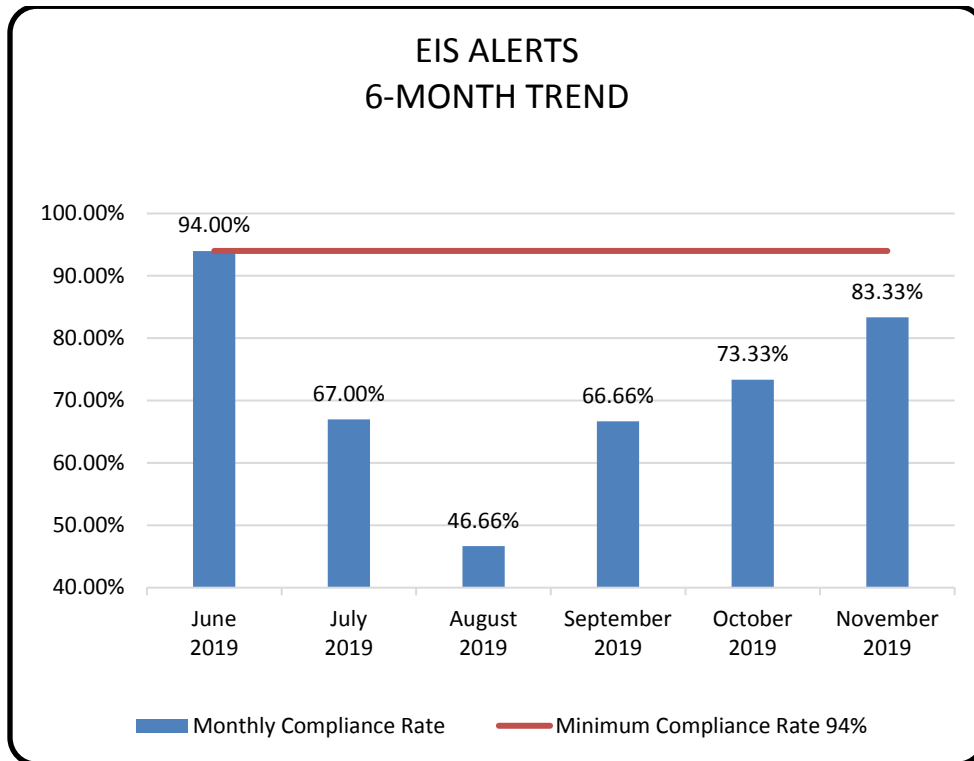
District 6 (1 BIO Action Form)

Division	EA Number	Alert Number	Deficient Employee	Current Supervisor	Current Commander
District 6	EA2019-000116	Alert2019-0120	Sergeant	Lieutenant	Captain
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:

- 83.33% or 5 out of 6 EIS Alerts had no deficiencies ($5 \div 6 = 83.33\%$).
- The overall results were a 10% increase in compliance from the October 2019 inspection.

**Action Required:**

With the resulting 83.33% compliance for Inspection BI2019-0169 a total of **1 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 *BI2019-0169* and contained within IA Pro.

Date Inspection Started: December 11th, 2019
Date Completed: December 31st, 2019
Timeframe Inspected: November 2019
Assigned Inspector: Sgt. R. T. Bierwalter S1263

I have reviewed this inspection report.

Lt. D. Reaulo S1678

1/13/2020

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

Date