

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Patrol Activity Log Inspection March 2020

Inspection Report # BI2020-0037

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*

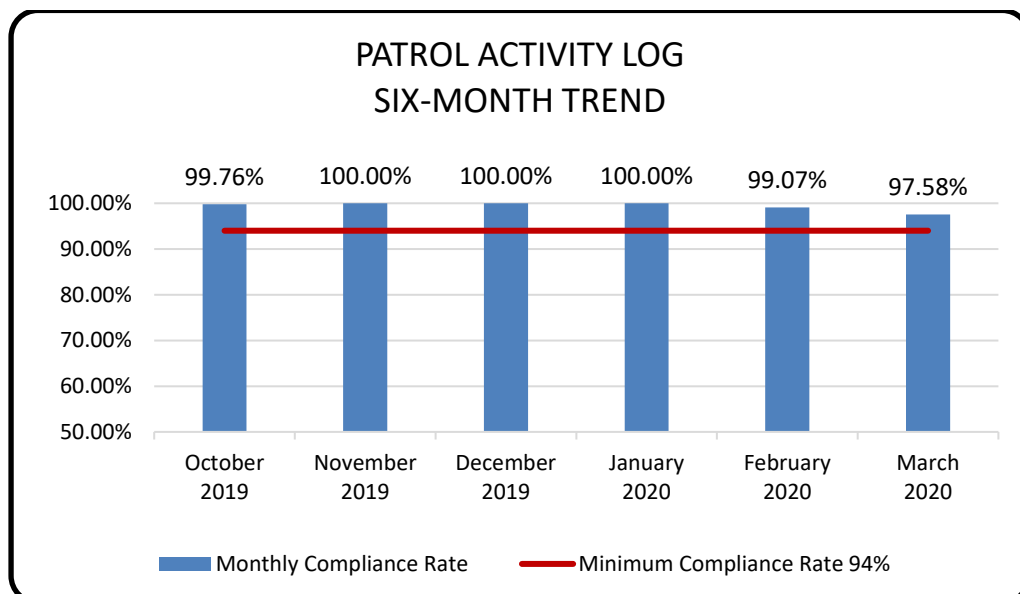
Melendres Order, Paragraph 83

Conditions:

MCSO’s assigned Court Monitor provided a sample of 36 employees from all Patrol Districts/Divisions for the March Patrol Activity Log review. The sample of 31 Deputies, 3 Deputy Service Aids, and 2 Office Assistants provided a total of 538 daily Patrol Activity Logs available for inspection; 538 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 **97.58%** for the March 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	100.00%	65	5	60
2	100.00%	59	0	59
3	100.00%	82	0	82
4	100.00%	76	0	76
Lake Patrol	100.00%	108	0	108
6	86.02%	93	8	85
7	100.00%	55	0	55
Totals	97.58%	538	13	524

The following thirteen deficiencies were noted during the inspection period:

District I (1 BIO Action Form)

District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District I	Deputy	Sergeant	3/14/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log before the deputy's shift ended. Policy GB-2.13.G. Note: Supervisor worked overtime shift in another district (District VI) and, therefore, reviewed the PALs of deputies assigned to District VI.				
District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District I	Deputy	Sergeant	3/14/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log before the deputy's shift ended. Policy GB-2.13.G. Note: Supervisor worked overtime shift in another district (District VI) and, therefore, reviewed the PALs of deputies assigned to District VI.				
District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District I	Deputy	Sergeant	3/14/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log before the deputy's shift ended. Policy GB-2.13.G. Note: Supervisor worked overtime shift in another district (District VI) and, therefore, reviewed the PALs of deputies assigned to District VI.				

District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District I	Deputy	Sergeant	3/14/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log before the deputy's shift ended. Policy GB-2.13.G. Note: Supervisor worked overtime shift in another district (District VI) and, therefore, reviewed the PALs of deputies assigned to District VI.				
District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District I	Deputy	Sergeant	3/14/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log before the deputy's shift ended. Policy GB-2.13.G. Note: Supervisor worked overtime shift in another district (District VI) and, therefore, reviewed the PALs of deputies assigned to District VI.				

District VI (1 BIO Action Form)

District/Div	Deputy Reviewed	Assigned Supervisor	Shift Date	Current Commander
District VI	Deputy	Sergeant	3/9/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log nine 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 VI	Deputy	Sergeant	3/9/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log nine 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 VI	Deputy	Sergeant	3/9/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log nine 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 VI	Deputy	Sergeant	3/9/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log nine 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 VI	Deputy	Sergeant	3/9/2020	Captain
Deficiency				
Supervisor reviewed Patrol Activity Log nine 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 VI	Deputy	Sergeant	3/10/2020	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 VI	Deputy	Sergeant	3/10/2020	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 VI	Deputy	Sergeant	3/10/2020	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.				

Unless noted above in the deficiency tables, there were no prior BIO Action Forms similar in nature or supervisor notes addressing the perceived deficiencies.

Action Required:

With the resulting 97.58% compliance rate for Inspection #BI2020-0037, **2 BIO Action Forms** are required.

Recommendations:

Supervisors continue to review the Patrol Activity Logs (PALs) 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: 4/7/2020
Date Completed: 4/14/2020
Timeframe Inspected: March 1st to March 31st, 2020
Assigned Inspector(s): Connie Phillips B3345

I have reviewed this inspection report.

Lt. Todd Brice

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

4-29-20

Date