

**MARICOPA COUNTY SHERIFF'S OFFICE**  
**Bureau of Internal Oversight**  
**Audits and Inspections Unit**  
**BI2016-0136**



**Bureau of Internal Oversight**  
**TraCS Traffic Stop Review Inspection Report**  
**Date: 11/29/2016**  
**Inspection #BI2016-0136**



Joseph M. Arpaio, Sheriff

**To:** Lt. Morris #S1014  
Commander  
Audits and Inspections Unit

**From:** Sgt. Reaulo #S1678  
Inspections Sergeant  
Audits and Inspections Unit

**Subject:** TraCS Traffic Stop Review Inspection Summary,  
October 2016  
BI2016-0136

**Date:** November 29, 2016  
Report Period:  
October 1-31, 2016

The Audits and Inspections Unit (AIU) will be conducting inspections of the supervisory review of traffic stops on an on-going basis to ensure compliance with office policies, promote proper supervision, and support the Melendres Order. To achieve this, inspectors will utilize the TraCS System and a sample of randomly selected employees from each district/division for review. These entries will be uniformly inspected utilizing a matrix developed by the Audits and Inspections Unit in accordance with the procedures outlined in policies EA-11, EB-1, and MCSO Administrative Broadcast Number 16-56.

**Matrix Procedures:**

- Determine what district/division the traffic stop data originated from
- Determine if the supervisor reviewed all completed traffic stop documentation within 72 hours
- Each Traffic Stop inspected will be counted as one inspection

**Criteria:**

MCSO Policy # EA-11, ARREST PROCEDURES (Section 14, Parts B & E):

“Deputies shall submit documentation of all stops and investigatory detentions to their supervisors by the end of the shift in which the action occurred. Absent exceptional circumstances, within 72 hours of receiving such documentation, supervisors shall independently review the reports. If the incident did not include an arrest or detention, the supervisor shall review the IR within seven calendar days, absent exigent circumstances.”

“Supervisors shall take appropriate action to address all violations or deficiencies in investigatory stops or detentions, including non-disciplinary corrective action for the deputy; or referring the incident for administrative review or criminal investigation. Supervisors shall track, through the Early Identification System (EIS), each deputy’s deficiencies or violations and the corrective action taken, in order to identify deputies who need repeated corrective action.”

MCSO Policy #EB-1, TRAFFIC ENFORCEMENT, VIOLATOR CONTACTS, AND CITATION ISSUANCE (Section 16, Part A):

“Deputies shall submit documentation of all stops and investigatory detentions to their supervisors by the end of the shift in which the action occurred. Absent exceptional circumstances, within 72 hours of receiving such documentation, supervisors shall independently review the reports. If the incident did not include an arrest or detention, the supervisor shall review the IR within seven calendar days, absent exigent circumstances.”

MCSO Administrative Broadcast # 16-56 Discussed with Deputy Indicator and Supervisory Review Process:

“Additionally, effective June 1, 2016, a “**Supervisory Review Process**” shall be used by all sworn supervisory personnel. Sworn supervisors are responsible for reviewing any form that is in pending review status, which shall now include the “Vehicle Contact Form.” Once a review is completed and the form is signed off, that form can no longer be modified or voided due to data being pulled for analysis.”

MELENDRES ORDER, PARAGRAPH #90: states “MCSO Deputies shall submit documentation of all stops and Investigatory Detentions conducted to their Supervisors by the end of the shift in which the action occurred. Absent exceptional circumstances, within 72 hours of receiving such documentation, a Supervisor shall independently review the information.”

**Conditions:**

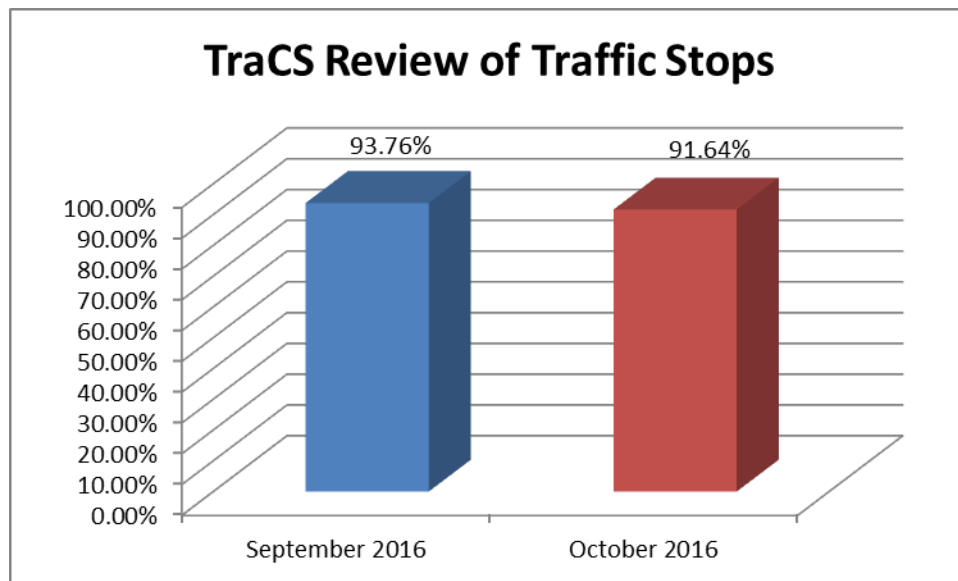
MCSO’s assigned Court Monitors provided a sample of 29 Deputies from all Patrol Districts/Divisions for the September TraCS Traffic Stop Review Inspection. The sample of 29 Deputies provided a total of 194 traffic stops available for inspection; 194 or 100% of the traffic stops were inspected. The compliance rate of each division is illustrated in the table below:

District	Compliance Rate	Total Traffic Stops Inspected
1	<b>98.14%</b>	54
2	<b>100.00%</b>	2
3	<b>46.66%</b>	15
4	<b>100.00%</b>	0
5	<b>100.00%</b>	4
6	<b>100.00%</b>	27
7	<b>96.73%</b>	92

It should be noted that the completion of a TraCS Traffic Stop Review Inspection is dependent on when AIU receives the sample from the Court Monitors (which may be 30 or more days in arrears).

MCSO achieved an overall compliance rate of **91.64%** in the TraCS Review of Traffic Stops within 72 hours for the month of October 2016, as illustrated in the graph below:

Note – The overall compliance rate is an average of the compliance scores from each division inspected.



The following deficiencies were observed during the inspection period:

Deficiencies				
<u>Dist./ Div.</u>	<u>MC#</u>	<u>Employee:</u>	<u>Commander:</u>	<u>Comment</u>
District One	MC16259504	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours

Deficiencies				
<u>Dist./ Div.</u>	<u>MC#</u>	<u>Employee:</u>	<u>Commander:</u>	<u>Comment</u>
District Three	MC16262163	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16265086	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16281268	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16288220	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16260223	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16264576	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16271473	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Three	MC16271580	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours

Deficiencies				
<u>Dist./ Div.</u>	<u>MC#</u>	<u>Employee:</u>	<u>Commander:</u>	<u>Comment</u>
District Seven	MC16264532	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Seven	MC16264557	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours
District Seven	MC16264569	Deputy	Captain	Traffic stop not reviewed by supervisor within 72 hours

A total of six BIO Action forms are required from the affected Districts addressing the identified deficiencies. One (1) BIO Action Form from District One addressing the affected deputy's traffic stop which wasn't reviewed within 72 hours. Three (3) BIO Action Forms from District Three addressing the affected deputy's traffic stops which weren't reviewed within 72 hours. Two (2) BIO Action Forms from District Seven addressing the affected deputy's traffic stops which weren't reviewed within 72 hours.

Please email the BIO Action Forms to [BIO@mcs.maricopa.gov](mailto:BIO@mcs.maricopa.gov) within 30 days from the date in which this report is disseminated to the Office.

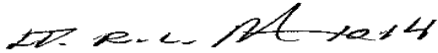
**Recommendation:**

It is recommended that the inspection of the review of traffic stops continue at the Division level to provide assurance that the compliance rates continue to show improvement and remain constant over time. To accomplish this goal, the following criteria must be met:

1. ***Within 72 hours of completion***, supervisors are responsible for reviewing any form in TraCS that is in pending review status, which shall now include the "Vehicle Contact Form."

**Date Inspection Started:** 11/29/2016  
**Date Completed:** 11/29/2016  
**Timeframe Inspected:** October 1-31, 2016  
**Assigned Inspector(s):** Sergeant Reaulo S1678

I have reviewed this inspection report.



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Lieutenant Rick Morris  
Division Commander  
Audits and Inspections

11/29/2016  
Date



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Deputy Chief Bill Knight  
Bureau Commander  
Bureau of Internal Oversight

11/29/2016  
Date