



# Civil Service Commission

Macomb County Sheriff's Office  
120 North Main Street  
Mount Clemens, MI 48043

## COMMISSIONERS

Robert Stanley, Chairman  
Diane McGee, Vice-Chair  
Ronald Geml, Commissioner

Kathy M. Brower  
Macomb County Clerk

## **OFFICIAL MINUTES OF THE MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING**

Wednesday, April 11, 2018 - 9:00 A.M.  
Clerk's Conference Room – 1st Floor  
Macomb County Talmer Building  
120 N. Main Street, Mount Clemens, 48043

### MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, April 11, 2018 in the Clerk's Conference Room on the 1st Floor of the Talmer Building at 120 N. Main Street, Mt. Clemens. The Chairman called the meeting to order at 9:05 a.m. with the following members present:

Present: Robert Stanley, Chairman  
Ronald Geml, Commissioner  
Diane McGee, Vice-Chair

Also Present: Lt. Rob Doherty, Sheriff's Office Representative  
John Schapka, Office of Corporation Counsel  
Amy Lumetta, Human Resources and Labor Relations

### **ADOPTION OF AMENDED AGENDA**

#### **MOTION**

A motion was made by Vice-Chair McGee to adopt the agenda as amended on April 11, 2018 to add 9d, supported by Commissioner Geml. **THE MOTION CARRIED.**

#### **MINUTES**

#### **MOTION**

A motion was made by Vice-Chair McGee to approve the meeting minutes of March 28, 2018, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **PUBLIC PARTICIPATION**

NONE

**BUSINESS**

NONE

**PERSONNEL**

**REVIEW AND APPROVE CORRECTIONS DEPUTY ELIGIBILITY LIST.**

**MOTION**

A motion was made by Vice-Chair McGee to approve the Corrections Deputy Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

**REVIEW AND APPROVE DEPUTY ELIGIBILITY LIST.**

**MOTION**

A motion was made by Commissioner Geml to approve the Deputy Eligibility List, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

**RECEIVE AND FILE PRE-EMPLOYMENT REQUESTS FOR PHYSICAL AND PSYCHOLOGICAL EVALUATIONS FOR:**

- Erica Laubach
- Kyle McIntyre
- Nicholas Pendergast

**MOTION**

A motion was made by Commissioner Geml to receive and file the above, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

**RECEIVE AND FILE MEMOS FROM UNDERSHERIFF DARGA AND RECOMMENDATION TO FILL VACANT POSITION FORMS FOR:**

- |                       |                    |                                |
|-----------------------|--------------------|--------------------------------|
| • Samantha Hammontree | Corrections Deputy | Hired Effective April 22, 2018 |
| • Sonya Payne         | Corrections Deputy | Hired Effective April 23, 2018 |

**MOTION**

A motion was made by Commissioner Geml to receive and file the above, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

**REVIEW AND APPROVE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATIONS AND RECOMMEND TO HIRE:**

- |                       |                    |
|-----------------------|--------------------|
| • Nicholas Jacquemain | Corrections Deputy |
| • Patrick Militello   | Corrections Deputy |
| • Ashley Olsen        | Corrections Deputy |
| • Matthew Valentino   | Corrections Deputy |

**MOTION**

A motion was made by Commissioner Geml to receive and file the above, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

**OLD BUSINESS**

NONE

## **NEW BUSINESS**

### **REVIEW AND APPROVE PAYMENT TO CONCENTRA INVOICE #711999930, DATED 3/17/18, #712000097 DATED 3/19/18, #712000044 DATED 3/19/18, AND #712010235 DATED 3/20/18 FOR PHYSICAL EVALUATIONS FOR:**

- Ashley Olsen
- Nicholas Jacquemain
- Patrick Militello
- Matthew Valentino

### **MOTION**

A motion was made by Vice-Chair McGee to approve the above payment, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE PAYMENT TO ALPHA PSYCHOLOGICAL SERVICES DATED MARCH 30, 2018 IN THE AMOUNT OF \$1,800.00 FOR PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATIONS FOR:**

- Ashley Olsen
- Nicholas Jacquemain
- Patrick Militello
- Matthew Valentino

### **MOTION**

A motion was made by Vice-Chair McGee to approve the above payment, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **DISCUSS REQUIREMENTS FOR DEPUTY ELIGIBILITY LIST.**

### **MOTION**

A motion was made by Vice-Chair McGee to accept requests from Corrections Deputies or Dispatchers to be added to the Deputy Eligibility list without taking another physical if they have recertified, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **APPROVE CHANGES TO APPLICATION COVER LETTER.**

### **MOTION**

A motion was made by Vice-Chair McGee to approve the changes to the application cover letter to accept applications during certain hours, supported by Commissioner Geml. **THE MOTION CARRIED.**

## **ADJOURNMENT**

### **MOTION**

A motion was made by Commissioner Geml to adjourn the meeting at 9:29 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, April 25, 2018 at 9 a.m in the Clerk's Conference Room on the 1<sup>st</sup> floor of the Talmer Building at 120 N. Main Street, Mt. Clemens. **THE MOTION CARRIED.**

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Shirley Maniaci, Senior Secretary  
Macomb County Clerk's Office

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Kathy M. Brower, Macomb County Clerk