



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 25, 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 25, 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 9:06 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
Amy Lumetta, Human Resources and Labor Relations

Absent: John Schapka, Office of Corporation Counsel

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Geml to adopt the agenda as amended on April 25, 2018 to add items 9e and 9f under New Business, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Commissioner Geml to approve the meeting minutes of April 11, 2018, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

NONE

BUSINESS

REVIEW AND APPROVE THE 2018 CIVIL SERVICE COMMISSION BUDGET.

MOTION

A motion was made by Commissioner Geml to approve the 2018 Budget, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

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

RECEIVE AND FILE TERMINATION FORM AND RESIGNATION LETTER FOR:

- Katie Kirkpatrick

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:

- | | | |
|---------------------------|--------------------|---|
| • Jordan-Anthony Franklin | Deputy | Promoted Effective April 17, 2018 |
| • Joli Kirsch | Deputy | Promoted Effective April 19, 2018 |
| • Jonathan Krizanek | Deputy | Promoted Effective April 16, 2018 |
| • Mark Shock | Corrections Deputy | Voluntary Reclassification Effective April 16, 2018 |
| • Brian Simon | Deputy | Promoted Effective April 18, 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:

- | | |
|-----------------------|------------|
| • Erica Laubach | Dispatcher |
| • Kyle McIntyre | Dispatcher |
| • Nicholas Pendergast | Dispatcher |

MOTION

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

OLD BUSINESS

NONE

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO CONCENTRA INVOICE #712024293, DATED 4/2/18, #712023899 DATED 3/29/18, AND #712024255 DATED 4/2/18 IN THE AMOUNT OF \$109.00 EACH TOTALING \$327.00, FOR PHYSICAL EVALUATIONS FOR:

- Erica Laubach
- Kyle McIntyre
- Nicholas Pendergast

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 INVOICE DATED 4/13/18 IN THE AMOUNT OF \$1,350.00 FOR PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATIONS FOR:

- Erica Laubach
- Kyle McIntyre
- Nicholas Pendergast

MOTION

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

REVIEW AND APPROVE PAYMENT TO ERGOMETRICS INVOICE #131552 DATED 3/31/18 IN THE AMOUNT OF \$36.00 FOR SCORING SERVICES FOR THE MARCH 5, 2018 DISPATCHER VIDEO EXAM.

MOTION

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

REVIEW AND APPROVE PAYMENT TO MACOMB COUNTY CLERK IN THE AMOUNT OF \$475.00 FOR 100 TYPING TESTS FOR DISPATCHER APPLICANTS PURCHASED ON DEPARTMENTAL CREDIT CARD.

MOTION

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

A REQUEST FROM VICE-CHAIR MCGEE TO HAVE A CLOSED SESSION WHEN DISCUSSING THE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS.

MOTION

A motion was made by Commissioner Geml agreeing to the closed session, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

APPROVE PURCHASE OF GENERIC CARDS FOR THE CIVIL SERVICE COMMISSION TO SEND TO EMPLOYEES OF THE SHERIFF'S OFFICE WHEN NEEDED.

MOTION

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

ADJOURNMENT

MOTION

A motion was made by Commissioner Geml to adjourn the meeting at 9:33 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, May 9, 2018 at 9 a.m in the Clerk's Conference Room on the 1st floor of the Talmer Building at 120 N. Main Street, Mt. Clemens. **THE MOTION CARRIED.**

Shirley Maniaci, Senior Secretary
Macomb County Clerk's Office

Kathy M. Brower, Macomb County Clerk