



# Civil Service Commission

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

## Commissioners

Robert Stanley  
Diane McGee  
William A. Froberg

Carmella Sabaugh  
Macomb County Clerk

## **MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING**

Wednesday, December 14, 2011

The Macomb County Civil Service Commission held their meeting on Wednesday, December 14, 2011 in the County Clerk's Conference Room on the 1st floor of the Circuit Court Building. The Chairman called the meeting to order at 9:00 a.m. with the following members present:

Robert Stanley, Chairman  
Diane McGee, Vice-Chairperson  
William Froberg, Commissioner  
James Meyerand, Corporation Counsel

Also present: Lt. Michalke, Sheriff's Office

Absent and Excused: Orletta Cross, Human Resources Representative

## **ADOPTION OF AGENDA**

### **MOTION**

A motion was made by Commissioner Froberg to approve the agenda for December 14, 2011, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

## **MINUTES**

### **MOTION**

A motion was made by Commissioner Froberg to approve the November 9, 2011 AMENDED meeting minutes, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

## **PUBLIC PARTICIPATION**

None

## **BUSINESS**

## **REVIEW CIVIL SERVICE COMMISSION BUDGET**

### **MOTION**

A motion was made by Vice-Chair McGee to receive and file the Civil Service Commission budget, supported by Commissioner Froberg. **THE MOTION CARRIED.**

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**DISCUSSION REGARDING DISPATCHER LEADER AND DISPATCHER SUPERVISOR ELIGIBILITY LISTS**

Commissioners discuss updating the Dispatcher Leader and Dispatcher Supervisor lists.

**MOTION**

Motion by Vice-Chair McGee to table this agenda item to January 11<sup>th</sup>, 2012 to allow Counsel Meyerand to present a proposal, supported by Commissioner Froberg. **THE MOTION CARRIED**

**REVIEW AND APPROVE ECOMM VIDEO DISPATCHER TESTING ANNUAL LICENSE FOR NOVEMBER 2011 TO NOVEMBER 2012**

**MOTION**

Motion by Vice-Chairperson McGee to approve Annual ECOMM Video Dispatcher Testing License, supported by Commissioner Froberg. **THE MOTION CARRIED**

**REVIEW AND APPROVE INVOICE FOR ECOMM VIDEO DISPATCHER TESTING ANNUAL LICENSE**

**MOTION**

Motion by Vice-Chairperson McGee to approve Invoice #111139 dated 10/20/11 for ECOMM Video Dispatcher Testing Annual License effective 11/1/2011 to 11/1/2012 for \$800.00, supported by Commissioner Froberg. **THE MOTION CARRIED**

**PERSONNEL**

**REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST**

**MOTION**

Motion by Commissioner Froberg to approve the Corrections Officer Eligibility List, supported by Vice-Chair McGee. **THE MOTION CARRIED**

**REVIEW AND APPROVE DEPUTY SHERIFF ELIGIBILITY LIST**

**MOTION**

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

**REVIEW RECOMMENDATIONS TO FILL OPEN POSITION FOR ACCOUNT CLERK I/II AS FOLLOWS:**

- Djysta Juncaj (Effective 12/19/11)

Agenda item tabled to January 11, 2012 to determine that this applicant is on the current Clerical Eligibility List.

**REVIEW RECOMMENDATIONS TO FILL OPEN POSITION FOR CORRECTIONS OFFICERS AS FOLLOWS:**

- Timothy J Hill (Effective 12/5/11)
- Adriatik Jeminaj (Effective 12/5/11)
- John Michael Moran (Effective 12/5/11)
- Nikolas F Nicaj(Effective 12/5/11)
- Keith J Pethke (Effective 12/5/11)
- Aaron M Schmittler (Effective 12/5/11)

**MOTION**

Motion by Commissioner Froberg to receive and file the above six Corrections Officer Recommendations to Fill, supported by Vice-Chairperson McGee. **THE MOTION CARRIED**

**REVIEW RECOMMENDATION TO FILL OPEN POSITION FOR DEPUTY SHERIFF AS FOLLOWS:**

- Clarence Petrykowski (Effective 12/1/11)

**MOTION**

Motion by Vice-Chair McGee to receive and file the above Deputy Sheriff Recommendation to Fill, supported by Commissioner Froberg. **THE MOTION CARRIED**

**REVIEW RECOMMENDATION TO FILL OPEN POSITION FOR SERGEANT-1 AS FOLLOWS:**

- Frank Ventimiglio (Effective 11/15/11)

**MOTION**

Motion by Vice-Chair McGee to receive and file the above Sergeant-1 Recommendation to Fill, supported by Commissioner Froberg. **THE MOTION CARRIED**

**REVIEW RECOMMENDATION TO FILL OPEN POSITION FOR SERGEANT AS FOLLOWS:**

- Robert C Doherty (Effective 11/15/11)

**MOTION**

Motion by Vice-Chair McGee to receive and file the above Sergeant Recommendation to Fill, supported by Chairman Stanley. **THE MOTION CARRIED**

**REVIEW RECOMMENDATION TO FILL OPEN POSITION FOR LIEUTENANT AS FOLLOWS:**

- Jeffrey Brossard (Effective 11/15/11)

**MOTION**

Motion by Vice-Chair McGee to receive and file the above Lieutenant Recommendation to Fill, supported by Commissioner Froberg. **THE MOTION CARRIED**

**REVIEW MACOMB COUNTY TERMINATION FORMS AND RECONFIRMATION OF BUDGETED POSITIONS AS FOLLOWS:**

Max Patrick Jr. – Corrections Deputy (Resigned 12/15/11)  
Peter Martin - Corrections Sergeant (Retired 12/9/11)  
Gary J Paolella – Lieutenant (Retired 11/14/11)

**MOTION**

Motion by Vice-Chair McGee to receive and file the above Termination Forms and Reconfirmation of Budgeted Position Forms, supported by Commissioner Froberg. **THE MOTION CARRIED**

**NEW BUSINESS**

**REVIEW AND DISCUSS ADOPTING “MEMORANDUM OF INTEREST” FOR DISPATCH LEADER AND SERGEANT**

Commissioners discuss Sergeant Eligibility List becoming non-expiring and applicants being placed on Eligibility List by submitting Letter of Interest.

Agenda Item tabled to January 11, 2012 meeting.

**2012 CIVIL SERVICE COMMISSION MEETING SCHEDULE**

Commissioners discuss meeting schedule for 2012. Secretary is instructed to prepare meeting schedule as directed.

**ADJOURNMENT**

**MOTION**

A motion was made by Commissioner Froberg to adjourn the meeting at 9:45 a.m., supported by Vice-Chair McGee. Meeting adjourned until the next meeting of Wednesday, January 11, 2012 at 9 a.m. in the County Clerk’s Conference Room on the 1<sup>st</sup> floor of the Macomb County Circuit Court Building. **THE MOTION CARRIED.**

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Lynn K Brown, Secretary to  
Civil Service Commission

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Carmella Sabaugh, Macomb County Clerk