



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, February 8, 2012

The Macomb County Civil Service Commission held their meeting on Wednesday, February 8, 2012 in the County Clerk's Conference Room on the 1st floor of the Circuit Court Building. The Chairman called the meeting to order at 9:28 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 Representative
Orletta Cross Human Resources Representative

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Froberg to approve the amended agenda for February 8, 2012, supported by Vice-Chairperson McGee. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chairperson McGee to approve the January 11, 2012 meeting minutes, supported by Chairman Stanley. **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 (Tabled from 1/11/12 Meeting)

Commissioners discuss Dispatch Leader and Dispatch Supervisor Eligibility Lists. An Eligibility List for Dispatcher Leader (internal candidates only) and Dispatch Supervisor (internal and external) will be maintained only on an "as-needed" basis. The MCSO will post any position openings and an Eligibility List will be maintained specific to that job posting.

MOTION

Motion by Vice-Chair McGee to adopt this practice, supported by Commissioner Froberg. **THE MOTION CARRIED**

REVIEW ADOPTING MEMORANDUM OF INTEREST FOR DISPATCH LEADER AND DISPATCH SUPERVISOR (Tabled from 1/11/12 Meeting)

MOTION

Motion by Vice-Chair McGee to adopt Memorandum of Interest for Dispatch Leader or Supervisor with changes as discussed, supported by Commissioner Froberg. **THE MOTION CARRIED**

PERSONNEL

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DEPUTY SHERIFF ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE CORRECTIONS SERGEANT (FULL) ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LAW ENFORCEMENT SERGEANT (FULL) ELIGIBILITY LIST

MOTION

Motion by Vice-Chair McGee to approve of Law Enforcement Sergeant (full) Eligibility List, supported by Commissioner Froberg. **THE MOTION CARRIED**

REVIEW AND APPROVE LAW ENFORCEMENT LIEUTENANT ELIGIBILITY LIST

MOTION

Motion by Commissioner Froberg to approve of Sergeant (full) Eligibility List, supported by Vice-Chair McGee. **THE MOTION CARRIED**

REVIEW AND APPROVE TERMINATION FORM AND VACANCY AUTHORIZATION FORM FOR:

- John Ladas, Corrections Deputy – Resigned (1/21/12)

MOTION

Motion by Vice-Chair McGee to receive and file, supported by Commissioner Froberg. **THE MOTION CARRIED**

REVIEW AND APPROVE RECOMMENDATION TO FILL OPEN POSITION FOR:

- Joyce Moultrie, Computer Maintenance Clerk – (1/30/12)

MOTION

Motion by Commissioner Froberg to receive and file, supported by Vice-Chair McGee. **THE MOTION CARRIED**

NEW BUSINESS

REVIEW AND APPROVE 2011 CIVIL SERVICE COMMISSION ANNUAL REPORT

Approval of Annual Report tabled to March 14, 2011 meeting so that Commissioners may review report.

MOTION

Motion by Commissioner Froberg to table motion, supported by Vice-Chair McGee. **THE MOTION CARRIED**

REVIEW LETTER FROM UNDERSHERIFF LAGERQUIST RE: ELIMINATION OF CORRECTIONS LIEUTENANT POSITION

MOTION

Motion by Commissioner Froberg to receive and file letter and attached budget documentation, supported by Vice-Chair McGee. **THE MOTION CARRIED**

COMMISSIONERS EXTEND APPRECIATION TO COUNSEL JAMES MEYERAND

Commissioners thank Assistant Corporation Counsel James Meyerand for his years of service to the Civil Service Commission.

ADJOURNMENT

MOTION

A motion was made by Commissioner Froberg to adjourn the meeting at 10:05 a.m., supported by Vice-Chairperson McGee. Meeting adjourned until the next meeting of Wednesday, March 15, 2012 at 9 a.m. in the County Clerk's Conference Room on the 1st floor of the Macomb County Circuit Court Building. **THE MOTION CARRIED.**

Lynn K Brown, Secretary to
Civil Service Commission

Carmella Sabaugh, Macomb County Clerk