



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, October 17, 2012

The Macomb County Civil Service Commission held their meeting on Wednesday, October 17, 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 9:00 a.m. with the following members present:

Robert Stanley, Chairman
Diane McGee, Vice-Chairperson
William Froberg, Commissioner

Also present:

Lt. John Michalke, Sheriff's Office Representative
Orletta Cross Human Resources Representative
John Schapka, Corporation Counsel

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Froberg to approve the amended agenda for October 17, 2012, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to adopt the Corrected Minutes of the August 8, 2012 meeting, supported by Commissioner Froberg. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to adopt the Minutes of the September 12, 2012 meeting, supported by Commissioner Froberg. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

None

BUSINESS

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REVIEW CIVIL SERVICE COMMISSION BUDGET

MOTION

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

PERSONNEL

PUBLIC HEARING FOR JAMES STANLEY'S APPEAL REGARDING REMOVAL FROM CORRECTIONS SGT-1 ELIGIBILITY LIST

The Public Hearing for Corrections Officer James Stanley to appeal his removal from the Corrections Sgt-1 Eligibility List was held. His testimony included copies of his college transcripts and his request to receive one (1) educational point to be added to his overall Corrections Sgt-1 examination score.

Chairman Robert Stanley recused himself from the proceedings.

At the conclusion of Corrections Officer James Stanley's testimony, Commissioner Froberg and Vice-Chair McGee deliberated and voted to grant James Stanley's appeal and grant him one (1) educational point toward his overall score, which made him eligible to be placed on the Corrections Sgt-1 Eligibility List.

The Secretary to the Commission was instructed to prepare an amended Corrections Sgt-1 Eligibility List and to prepare a letter to Corrections Officer James Stanley notifying him his appeal was granted and forward them to the MCSO as soon as possible.

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DEPUTY ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION FORM FOR KEVIN KEARY – DISPATCHER (HIRED - EFFECTIVE 10/1/12)

MOTION

A motion was made by Vice-Chair McGee to receive and file the recommendation to fill, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE MACOMB COUNTY TERMINATION FORM FOR ROBERT ANDERSON – DEPUTY (RETIRED – EFFECTIVE 9/30/12), SHERRY GREGORY – CORRECTIONS DEPUTY (RETIRED – EFFECTIVE 10/3/12), TODD WERNER – CORRECTIONS DEPUTY (RESIGNED – EFFECTIVE 10/26/12)

MOTION

A motion was made by Vice-Chair McGee to receive and file the termination forms, supported by Chairman Stanley. **THE MOTION CARRIED.**

DISCUSS LAW ENFORCEMENT SGT-1 PROMOTIONAL TESTING DATES

The written examination of Thursday October 4, 2012 was proctored by Chairman Robert Stanley.

The Inside / Outside Oral Examinations are scheduled. Outside Oral Examinations are set for Thursday, October 25th and will be proctored by Vice-Chair Diane McGee in the morning and Chairman Robert Stanley in the afternoon. The Inside Oral Examinations are set for Thursday, November 8th and will be proctored by Vice-Chair Diane McGee in the morning and Commissioner William Froberg in the afternoon.

OLD BUSINESS

RECEIVE AND FILE LETTERS REGARDING REMOVAL FROM CORRECTIONS SGT-1 ELIGIBILITY LIST FOR JAMES STANLEY AND KEITH FORSGREN

MOTION

A motion was made by Chairman Stanley to receive and file the letters, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE LETTER REGARDING RESULT OF PUBLIC HEARING / APPEAL FOR DENIAL OF EMPLOYMENT FOR VINCENT RICHARDS

MOTION

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

NEW BUSINESS

REVIEW AND APPROVE PAYMENT FOR MICHAEL VREDEVOGD PC INVOICE NUMBER 2012-6 FOR \$195.00 FOR PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATION FOR DISPATCHER APPLICANT KEVIN KEARY DATED 9/7/12.

MOTION

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

REVIEW AND DISCUSS “PERMANENT ELIGIBILITY LIST FOR LAW ENFORCEMENT SERGEANT-1” PURSUANT TO POAM ARTICLE 41, SECTION B. AND DISCUSS

AWARDING EDUCATIONAL POINTS FOR COLLEGE CREDITS NOT RESULTING IN A CERTIFICATE OR ASSOCIATES DEGREE

Commissioners and Corporation Counsel discuss the POAM contract provision regarding LE Sgt-1 applicants being placed on a Permanent LE Sgt-1 Eligibility List. Commissioners instruct that there will be two eligibility lists for LE Sgt-1 and that an applicant could be on both lists.

Commissioners and Corporation Counsel discuss the awarding of educational points for college credits not resulting in a certificate or associates degree. Commissioners instruct that going forward all educational credits will be awarded in strict compliance with the language of the respective Collective Bargaining Agreement.

MOTION

A motion was made by Vice-Chair McGee to adopt procedures consistent with the contract language regarding promotional credits for education and from this day forward affording promotional credits for education consistent with the applicable Collective Bargaining Unit, supported by Chairman Stanley. **THE MOTION CARRIED.**

REQUEST FROM SGT TOM KLING FOR VERIFICATION THAT PURSUANT TO THE NEW ETHICS POLICY RELATIVES OF MCSO EMPLOYEES ARE NO LONGER ELIGIBLE FOR HIRE INTO THE MCSO.

Commissioners and Corporation Counsel discuss this issue. No directive has been received from the Ethics Board regarding this issue. Lt Michalke will inform Sgt. Kling that no new policy for hiring exists.

REVIEW AND DISCUSS NEW HAVEN POLICE DEPARTMENT DISBANDING AND BEING SERVICED BY THE MCSO.

Commissioners and Corporation Counsel discuss letter from Captain Brenda Baker regarding New Haven Police Department disbanding and the hiring procedure for specific New Haven police officers. The Commissioners will waive the 60 credit hour requirement and six month probationary period required for Sheriff Deputies as relates to specific named New Haven police officers.

Lt Michalke will check with MCSO to determine testing requirements for specific current New Haven Dispatchers.

REVIEW AND APPROVE PAYMENT FOR EMPCO INVOICE #2590 DATED 10/11/12 FOR \$2,797.00 FOR LAW ENFORCEMENT SGT-1 EXAMINATION.

MOTION

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

REVIEW AND DISCUSS APPLICATION FOR CORRECTIONS OFFICER WITH ENTRY LEVEL MILITARY DISCHARGE.

Commissioners instruct Civil Service Secretary to not accept the application for Corrections Officer from an applicant with an "Entry Level Military Discharge". It is a requirement of the Civil Service Commission that all applicants with military service receive an Honorable Discharge.

ADJOURNMENT

MOTION

A motion was made by Commissioner Froberg to adjourn the meeting at 10:04 a.m., supported by Vice-Chair McGee. Meeting adjourned until the next meeting of Wednesday, November 7, 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