



Civil Service Commission

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

COMMISSIONERS

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

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, January 9, 2013

The Macomb County Civil Service Commission held their meeting on Wednesday, January 9, 2013 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:

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

Absent: Orletta Cross Human Resources Representative

Also present: Lt. Walter Zimny, Sheriff's Office Representative
John Schapka, Corporation Counsel

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Vice-Chairperson McGee to approve the amended agenda for January 9, 2013, supported by Chairman Stanley. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chairperson McGee to adopt the Minutes of the December 12, 2012 meeting, supported by Chairman Stanley. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

None

BUSINESS

REVIEW CIVIL SERVICE COMMISSION BUDGET

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the 2013 Civil Service Commission Budget despite the 18% budget decrease but to send a letter to County Executive Mark Hackel stating the Commission will need the 2014 budget restored to the 2012 level in order to fund all promotional testing that is conducted in even-number years, supported by Chairman Stanley. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE DISPATCHER ELIGIBILITY LIST.

MOTION

A motion was made by Vice-Chairperson McGee to approve the Dispatcher Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST.

MOTION

A motion was made by Vice-Chairperson 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 Sheriff Eligibility List, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

REVIEW AND APPROVE CONSOLIDATED PERMANENT LAW ENFORCEMENT SGT-1 ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to approve the Permanent Law Enforcement Sgt-1 Eligibility List, supported by Commissioner Froberg. **THE MOTION CARRIED**

REVIEW AND APPROVE CORRECTIONS SERGEANT (FULL) ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE REQUEST FOR PHYSICAL AND PSYCHOLOGICAL EVALUATIONS FOR:

- Leah Monacelli – Dispatcher Applicant

MOTION

A motion was made by Vice-Chair McGee to receive and file the Request for Physical and Psychological evaluation, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS FOR:

- Kevin E Lagerquist – Corrections Officer Applicant
- Leah Monacelli – Dispatcher Applicant

MOTION

A motion was made by Vice-Chair McGee to receive and file the Physical and Psychological evaluations and forward a Recommendation for Hire to the MCSO, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE MEMORANDUM FROM SHERIFF WICKERSHAM TO HUMAN RESOURCES DIRECTOR REGARDING NEW HIRES:

- Dale LaBombard – Corrections Deputy Effective 1/01/13
- Michael Henry –Deputy Effective 1/02/13
- Derek Reed – Corrections Deputy Effective 1/02/13

- Nicole Miron – Corrections Deputy Effective 1/03/13
- Renee Yax –Deputy Effective 1/03/13
- Brandon Wiley – Corrections Deputy Effective 1/04/13
- Brandon Binion – Corrections Deputy Effective 1/05/13

MOTION

A motion was made by Commissioner Froberg to receive and file the memorandum from Sheriff Wickersham to Human Resources regarding new hires, supported by Commissioner Froberg. **THE MOTION CARRIED.**

OLD BUSINESS

DISCUSS MEETING BETWEEN CIVIL SERVICE SECRETARY AND DENISE HUBBARD, MANAGER, FRASER CONCENTRA CLINIC REGARDING ASSURING ALL TESTING PROTOCOLS AND BILLING AND FEE SCHEDULES ARE ACCURATE AND CONSISTENT.

Civil Service Secretary reports meeting with Concentra Medical Center manager and staff was held, protocols and components of medical testing were standardized, billing was reviewed and discussed as to consistency. The hair sample drug testing for new hires will continue. In addition, Pre-Academy physicals will now include hair sample drug testing.

NEW BUSINESS

REVIEW AND APPROVE PAYMENT FOR MICHAEL VREDEVOOGD PC INVOICE NUMBER 2012-9 FOR \$195.00 FOR (1) PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATION FOR CORRECTIONS OFFICER APPLICANTS KEVIN E LAGERQUIST DATED DECEMBER 17, 2012.

MOTION

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

REVIEW AND APPROVE PAYMENT FOR ERGOMETRICS INVOICE NUMBER 114452 FOR \$57.00 FOR (19) ECOMM CALL TAKER VIDEO TESTING SCORING SERVICES @ \$3.00 EACH DATED DECEMBER 26, 2012.

MOTION

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

REVIEW AND APPROVE PAYMENT FOR INDEPENDENT NEWSPAPERS, INC. (MACOMB DAILY) INVOICE NUMBER 935-1891118 FOR \$870.04 FOR ADVERTISEMENT REGARDING MACOMB COUNTY SHERIFF'S OFFICE REPRESENTATIVE ELECTION FOR CIVIL SERVICE COMMISSION DATED DECEMBER 30, 2012.

Commissioners and Corporation Counsel determine we will advertise in the Macomb Legal News for the next MCSO Representative Commissioner election.

MOTION

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

RECEIVE AND FILE CERTIFICATION OF ELECTION FOR MACOMB COUNTY SHERIFF'S REPRESENTATIVE FOR CIVIL SERVICE COMMISSION. CHAIRMAN ROBERT STANLEY WAS

UNANIMOUSLY RE-ELECTED BY MCSO EMPLOYEES.

Civil Service Secretary reports that the employees of the MCSO re-elected Robert Stanley as their representative on the Civil Service Commission at the election held Friday December 21, 2012 for term commencing January 1, 2013 through December 31, 2018.

MOTION

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

COMMISSIONERS CONDUCT ELECTION OF OFFICERS for 2013:

Diane McGee nominates Robert Stanley as Chairman, supported by William Froberg. A vote was taken and Robert Stanley was elected Chairman for Fiscal Year 2013. Diane McGee nominates William Froberg as Vice-Chairman, supported by Robert Stanley. A vote was taken and William Froberg was elected Vice-Chairman for Fiscal Year 2013. Diane McGee will hold the office of Commissioner.

REVIEW AND DISCUSS PASS / FAIL PERCENTAGES FOR WRITTEN EXAMINATIONS FOR CORRECTIONS SERGEANT-1 AND LAW ENFORCEMENT SERGEANT-1 TESTING.

Commissioners, Corporation Counsel and Lt. Zimny request Civil Service Secretary to schedule presentation by EMPCO regarding pass / fail percentages for other counties and communities and also review test content. Civil Service Secretary will arrange for presentation at the next meeting.

ADJOURNMENT

MOTION

A motion was made by Commissioner Froberg to adjourn the meeting at 9:51 a.m., supported by Vice-Chair McGee. Meeting adjourned until the next meeting of Wednesday, February 13, 2013 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
Macomb County Civil Service Commission

Carmella Sabaugh, Macomb County Clerk