



# Civil Service Commission

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

## COMMISSIONERS

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

Carmella Sabaugh  
Macomb County Clerk

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

Wednesday, February 13, 2013

### MINUTES

The Macomb County Civil Service Commission held their meeting on Wednesday, February 13, 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  
William Froberg, Vice-Chairperson  
Diane McGee, Commissioner

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

### ADOPTION OF AMENDED AGENDA

#### **MOTION**

A motion was made by Commissioner McGee to approve the Amended Agenda for February 13, 2013, supported by Vice-Chairman Froberg. **THE MOTION CARRIED.**

### MINUTES

#### **MOTION**

A motion was made by Vice-Chairperson Froberg to approve the minutes of January 9, 2013, supported by Commissioner McGee. **THE MOTION CARRIED.**

### PUBLIC PARTICIPATION

None

### BUSINESS

### REVIEW CIVIL SERVICE COMMISSION BUDGET

#### **MOTION**

A motion was made by Commissioner McGee to receive and file the Civil Service Commission Budget Report, supported by Vice-Chairperson Froberg. The Commissioners discussed the necessity of additional funding from the Macomb County Sheriff's Office to support the expenses of testing and hiring Dispatchers and Corrections Officers which may become necessary in the future. **THE MOTION CARRIED.**

## **PERSONNEL**

### **REVIEW AND APPROVE DISPATCHER ELIGIBILITY LIST**

#### **MOTION**

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

### **REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST**

#### **MOTION**

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

### **REVIEW AND APPROVE SERGEANT (FULL) ELIGIBILITY LIST**

#### **MOTION**

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

### **REVIEW AND APPROVE LIEUTENANT ELIGIBILITY LIST**

#### **MOTION**

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

### **RECEIVE AND FILE MACOMB COUNTY RECOMMENDATION TO FILL FORMS:**

#### **MOTION**

A motion was made by Commissioner McGee to receive and file the following Recommendations to Fill, supported by Vice-Chairperson Froberg. **THE MOTION CARRIED.**

- Dale LaBombard – Corrections Officer Effective 1/01/13
- Derek Reed – Corrections Officer Effective 1/02/13
- Nicole Miron – Corrections Officer Effective 1/03/13
- Brandon Wiley – Corrections Officer Effective 1/04/13
- Brandon Binion – Corrections Officer Effective 1/05/13
- Kenneth Willis – Deputy – Effective 12/30/12
- Peter Giacalone II – Deputy – Effective 12/31/12
- Jason Conklin – Deputy – Effective 1/1/13
- Michael Henry – Deputy - Effective 1/02/13
- Renee Yax –Deputy - Effective 1/03/13

### **RECEIVE AND FILE MACOMB COUNTY TERMINATION FORMS:**

#### **MOTION**

A motion was made by Vice-Chairperson Froberg to receive and file the following Termination Forms, supported by Commissioner McGee. **THE MOTION CARRIED.**

- Michael Schumacker – Dispatcher – Resigned Effective 1/25/13
- Kevin Keary – Dispatcher – Resigned Effective 1/25/13
- Arin White – Corrections Officer – Discharged Effective 2/1/13

- Kim Davies – Account Clerk IV – Retired Effective 3/1/13
- David Bousho – Deputy – Retired Effective 2/8/13

**RECEIVE AND FILE REQUEST FOR MEDICAL AND PSYCHOLOGICAL EXAMINATIONS FOR:**

**MOTION**

A motion was made by Commissioner McGee to receive and file the following requests for physical and psychological testing, supported by Vice-Chairperson Froberg. **THE MOTION CARRIED.**

- Richard Gabriel III – Corrections Deputy
- Charles Mishakis – Corrections Deputy

**OLD BUSINESS**

**PRESENTATION BY EMPCO REPRESENTATIVE KIMBERLY CRAIG REGARDING TEST CONTENT AND SCORES FOR CORRECTIONS SERGEANT-1 AND LAW ENFORCEMENT SERGEANT-1 EXAMINATIONS**

The EMPCO representative asked to have this presentation rescheduled due to a scheduling conflict.

**MOTION**

A motion was made by Commissioner McGee to reschedule the presentation for the March 13, 2013 meeting, supported by Vice-Chairperson Froberg. **THE MOTION CARRIED.**

**RECEIVE AND FILE UPDATED MCSO CONTRACTS**

**MOTION**

A motion was made by Commissioner McGee to receive and file updated MSO contracts, supported by Vice-Chairperson Froberg. **THE MOTION CARRIED.**

**REVIEW AND APPROVE MODIFICATION OF TESTING REQUIREMENTS FOR CURRENT CLINTON TOWNSHIP DISPATCHERS BEING HIRED BY MCSO AS REQUESTED IN LETTER FROM SHERIFF WICKERSHAM DATED JANUARY 18, 2013**

**MOTION**

A motion was made by Commissioner McGee to modify the requirements by bypassing the Dispatcher Typing Test and the Ergometrics Dispatcher Test requirement for Clinton Township Dispatchers being hired by MCSO; however, they will still be required to pass physical and psychological testing, supported by Vice-Chairperson Froberg. **THE MOTION CARRIED.**

**NEW BUSINESS**

**REVIEW AND APPROVE DISPATCHER JOB DESCRIPTION AS REQUESTED IN MEMORANDUM FROM DIRECTOR OF HUMAN RESOURCES DATED FEBRUARY 1, 2013.**

Orletta Cross explains that the Dispatcher job description was amended to incorporate PA 390 Emergency Management Plan requirements.

**MOTION**

A motion was made by Vice-Chairperson Froberg to review and approve the Dispatcher job description as presented by the Human Resources Director, supported by Commissioner McGee. **THE MOTION CARRIED.**

**REVIEW AND APPROVE PAYMENT FOR MICHAEL VREDEVOOGD PC INVOICE NUMBER 2012-10 FOR \$195.00 FOR (1) PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATION FOR LEAH**

**MONACELLI DATED DECEMBER 26, 2012.**

**MOTION**

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

**REVIEW AND APPROVE PAYMENT FOR CONCENTRA INVOICE NUMBER 708643248 FOR \$149.00 FOR (1) PRE-EMPLOYMENT PHYSICAL EXAMINATION FOR KEVIN E LAGERQUIST DATED FEBRUARY 11, 2013.**

**MOTION**

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

**REVIEW AND APPROVE PAYMENTS FOR CONCENTRA INVOICE NUMBERS 708694770 FOR \$126.00 AND 708635976 FOR \$23.00 FOR (1) PRE-EMPLOYMENT PHYSICAL EXAMINATION FOR LEAH MONACELLI DATED FEBRUARY 11, 2013.**

**MOTION**

A motion was made by Commissioner McGee to approve payment of the invoices totaling \$149.00, supported by Vice-Chairperson Froberg. **THE MOTION CARRIED.**

**DISCUSS MACOMB COUNTY SWITCHING MEDICAL SERVICE PROVIDER FROM CONCENTRA TO HENRY FORD HEALTH SYSTEMS.**

Commissioners discussed the county switching medical service provider to Henry Ford Health Systems. Commissioners would like to see pricing and protocols before making a decision. Commissioners also request a contact person that would be assigned for better communication.

Agenda item tabled to March 13, 2013.

**LT ZIMNY MCSO REQUESTS A SPECIAL MEETING TO APPROVE DISPATCHER ELIGIBILITY LIST AFTER THE MARCH 21, 2013 ERGOMETRIC TEST**

Commissioner McGee agrees to proctor the Ergometric Video Dispatcher Test at the MCSO Training Room on Thursday, March 21, 2013 at 9 am.

The Commissioners agree to schedule a special meeting on Monday, March 25, 2013 at 9 am to approve the Dispatcher Eligibility List.

**ADJOURNMENT**

**MOTION**

A motion was made by Vice-Chairperson Froberg to adjourn the meeting at 9:38 a.m., supported by Commissioner McGee. Meeting adjourned until the next meeting of Wednesday, March 13, 2013 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  
Macomb County Civil Service Commission

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Carmella Sabaugh, Macomb County Clerk

