



Civil Service Commission

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

COMMISSIONERS

Robert Stanley, Chairman
Diane McGee, Vice-Chair

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, January 28, 2015 - 9:00 A.M.
Corporation Counsel Library – 8th Floor

MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, January 28, 2015 in the Corporation Counsel Library on the 8th floor of the Macomb County Administration 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-Chair

Also present: John Schapka, Office of Corporation Counsel
Karlyn Semlow, Human Resources and Labor Relations
Lt. Walt Zimny, Sheriff's Office Representative

ADOPTION OF AGENDA

MOTION

A motion was made by Vice-Chair McGee to adopt the Agenda for January 28, 2015, supported by Chairman Stanley. **THE MOTION CARRIED**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to approve the minutes of January 7, 2015, supported by Chairman Stanley. **THE MOTION CARRIED**

PUBLIC PARTICIPATION

Scott Jones, Deputy for the Macomb County Sheriff's, appeared to address the Board regarding his appeal for the Law Enforcement Sergeant-1 inside interview scores. The Board listened to his concerns and thanked Deputy Jones for coming in and the subject would be discussed later in the meeting.

BUSINESS

REVIEW CIVIL SERVICE COMMISSION 2015 BUDGET

MOTION

A motion was made by Vice-Chair McGee to receive and file the 2015 budget report, supported by Chairman Stanley. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Corrections Officer Eligibility List and verified that the correct title is Corrections Officer, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE AMENDED CORRECTIONS OFFICER ELIGIBILITY LIST FOR JANUARY 7, 2015 TO CORRECT THE ELIGIBILITY DATE FOR NICHOLAS LANGELIER-REEVES

MOTION

A motion was made by Vice-Chair McGee to review and approve the Amended Corrections Officer Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE DISPATCHER'S ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Dispatcher's Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION FORMS FOR:

- John DeForest – Corrections Deputy – Effective 1/31/15
- Nathan Mezuk – Corrections Deputy – Effective 2/2/15
- John Phoenix – Corrections Deputy – Effective 2/1/15
- Gregory Simmons – Corrections Deputy – Effective 1/17/15
- Abraham Sobh – Corrections Deputy – Effective 1/19/15
- Daniel Zaliwski Jr. – Corrections Deputy – Effective 1/18/15
- Brad Yadon – Corrections Deputy – Effective 2/17/15

MOTION

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

RECEIVE AND FILE TERMINATION FORM FOR:

- Kimberly Bragalla – Dispatcher – Resigned Effective 1/1/15
- James Roberts – Corrections Officer – Retired Effective 2/13/15
- Dane Seltzer – Corrections Officer - Discharged Effective 1/5/15

MOTION

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

RECEIVE AND FILE APPEAL LETTER, AND REVIEW PSYCHOLOGICAL RE-EVALUATION RESULTS PER APPEAL AND ISSUE RECOMMENDATION FOR HIRE FOR:

- Gerald Romanow

MOTION

A motion was made by Vice-Chair McGee to receive and file, and recommend for hire for the above, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE REQUESTS FOR PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EXAMINATIONS, APPROVE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS, AND RECOMMENDATION TO HIRE FOR:

- Corey Babbitt – Corrections Deputy
- Eric Brillhart – Corrections Deputy (Receive and File)
- Larry Duda – Corrections Deputy (Receive and File)
- Alyssa Farrah – Dispatcher
- Jeffrey Gillette – Dispatcher
- Justin Grimes – Corrections Deputy
- Robert Lerwick – Corrections Deputy (Receive and File)
- Sylvia Lukowiak – Dispatcher
- Daniel Matz – Corrections Deputy
- Jonathan Potocki – Dispatcher
- Brandy Robinson – Corrections Deputy
- Joseph Sellers – Dispatcher
- Mark Shock – Corrections Deputy
- Brian Simon – Corrections Deputy
- Matthew VanLacken – Corrections Deputy
- Daniel Webb – Corrections Deputy

MOTION

A motion was made by Vice-Chair McGee to receive and file the above request for pre-employment physical and psychological evaluations and examination results, and recommendation for hire for the above with the exception of Alyssa Farrah, Daniel Matz, and Joseph Sellers, who did not pass part of the pre-employment evaluation and Denied for Hire memo was forwarded to MCSO, supported by Chairman Stanley. **THE MOTION CARRIED.**

OLD BUSINESS

None

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO CONCENTRA, INVOICE #709988382, DATED 12/2/14-12/29/14 IN THE AMOUNT OF \$30.00, FOR PHYSICAL EXAMS FOR ALYSSA FARRAH.

MOTION

A motion was made by Vice-Chair McGee to approve the above payment, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE PAYMENT FOR DR. KARLE, INVOICE #2015-1, DATED 1/12/15 IN THE AMOUNT OF \$780.00, INVOICE #2015-2, DATED 1/19/15 IN THE AMOUNT OF \$780.00, AND INVOICE #2015-3 DATED 1/26/15 IN THE AMOUNT OF \$1,170.00 FOR PSYCHOLOGICAL EXAMS FOR ALYSSA FARRAH, JEFFREY GILLETTE, SYLVIA LUKOWIAK, JOSEPH SELLERS, DANIEL MATZ, JONATHAN POTOCKI, BRANDY ROBINSON, AND BRIAN SIMON, COREY, BABBITT, ERIC BRILLHART, JUSTIN GRIMES, MARK SHOCK, MATTHEW VANLACKEN, AND DANIEL WEBB.

MOTION

A motion was made by Vice-Chair McGee to approve the above payment, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE PAYMENT TO ERGOMETRICS, INVOICE #121067, DATED 1/19/15 IN THE AMOUNT OF \$42.00 FOR THE DISPATCHER VIDEO TEST ON 1/16/15.

- Review and approve the proposal and cost of the Dispatcher's Supervisor test prepared by Empco.

RECEIVE AND FILE APPEALS FROM DARRELL BABBITT, CHRISTOPHER FRASER, BRIAN JASAK, NANCY LEPAGE, AND SCOTT JONES REGARDING THE INSIDE INTERVIEW SCORES FOR THE LAW ENFORCEMENT SERGEANT-1 TEST.

MOTION

A motion was made by Vice-Chair McGee to find in favor of the appeals, except for Brian Jasak's request to be evaluated by another Supervisor, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW IF THE INSIDE INTERVIEW IS SCORED BASED ON MAXIMUM OF 50 POINTS OR 100 POINTS.

MOTION

A motion was made by Vice-Chair McGee to have the scores recalculated based on 100 points and new notices sent to the applicants, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE THE PROPOSAL AND COST OF THE DISPATCHER'S SUPERVISOR TEST PREPARED BY EMPCO.

MOTION

A motion was made by Vice-Chair McGee to approve the above proposal and cost, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE DR. DIANE KLISZ-KARLE'S LETTER TO DISCONTINUE SERVICE WITH MACOMB COUNTY EFFECTIVE APRIL 1, 2015, AND REVIEW AND APPROVE NEW PSYCHOLOGIST.

MOTION

A motion was made by Vice-Chair McGee to receive and file the above letter and to contact Dr. Karle to see if there is anything that can be done to retain her services, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE MEMO FROM DAVE FLYNN, BOARD CHAIR

MOTION

A motion was made by Vice-Chair McGee to receive and file the above memo.

A REQUEST WAS MADE BY THE SHERIFF'S DEPARTMENT TO CHANGE THE APPLICATION INSTRUCTIONS TO MAKE COLLEGE TRANSCRIPTS MANDATORY WHEN APPLYING FOR DISPATCHER OR CORRECTIONS OFFICER.

MOTION

A motion was made by Vice-Chair McGee to approve the above change, supported by Chairman Stanley. **THE MOTION CARRIED.**

ADJOURNMENT

MOTION

A motion was made by Vice-Chair McGee to adjourn the meeting at or about 11:15 a.m., supported by Chairman Stanley. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, February 11, 2015 at 9 a.m. at the Macomb County Administration Building, Corporation Counsel Library, on the 8th Floor. **THE MOTION CARRIED.**

Shirley Maniaci, Senior Secretary to
Macomb County Civil Service Commission

Carmella Sabaugh, Macomb County Clerk