



Civil Service Commission

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

COMMISSIONERS

Robert Stanley, Chairman
Diane McGee, Vice-Chair
Carl Seitz, Commissioner

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING Wednesday, August 12, 2015 - 9:00 A.M. Emergency Services Training Center Conference Room 21901 Dunham Road, Clinton Township

MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, August 12, 2015 in the Emergency Services Training Center Conference Room. The Vice-Chair called the meeting to order at 9:00 a.m. with the following members present:

Present: Diane McGee, Vice-Chair
Carl Seitz, Commissioner

Absent: Robert Stanley, Chairman

Also Present: John Schapka, Office of Corporation Counsel
Lt. Walt Zimny, Sheriff's Office Representative
Carmen Burcz, Human Resources and Labor Relations

ADOPTION OF AGENDA

MOTION

A motion was made by Commissioner Seitz to adopt the Agenda for August 12, 2015, supported by Vice-Chair McGee. **THE MOTION CARRIED**

MINUTES

MOTION

A motion was made by Commissioner Seitz to approve the minutes of July 29, 2015, supported by Vice-Chair McGee. **THE MOTION CARRIED**

PUBLIC PARTICIPATION

NONE

BUSINESS

REVIEW CIVIL SERVICE COMMISSION 2015 BUDGET

MOTION

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

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PERSONNEL

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DISPATCHER'S ELIGIBILITY LIST

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

REVIEW AND APPROVE DEPUTY'S ELIGIBILITY LIST

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

REVIEW AND APPROVE PROTECTIVE SERVICE OFFICER LEADER ELIGIBILITY LIST

MOTION

A motion was made by Commissioner Seitz to table approval of the above list until August 26, 2015 meeting, supported by Vice-Chair McGee. **THE MOTION CARRIED. (TABLED UNTIL 8/26/15)**

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION AND TERMINATION FORM FOR:

- Mary Lusk – Dispatcher – Hired Effective 8/21/15
- Joseph Shakotko – Corrections Officer – Discharged Effective 7/31/15

MOTION

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

RECEIVE AND FILE TRANSFER MEMO FROM CAPTAIN JOHN ROBERTS FOR:

- Michael Galwaa – Transferred from Deputy to Corrections Officer effective 7/24/15.

MOTION

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

REVIEW PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EXAMINATION RESULTS AND RECOMMENDATION FOR HIRE FOR:

- Kelly Harp
- Karen Streiber
- Melody Shurter

MOTION

A motion was made by Commissioner Seitz to recommend for hire Melody Shurter and Karen Streiber, and a deny for hire was sent to MCSO for Kelly Harp who failed a portion of her physical examination, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

RECEIVE AND FILE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EXAMINATION RESULTS FOR:

- Kelly harp
- Melody Shurter
- Karen Streiber

MOTION

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

OLD BUSINESS

NONE

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #15496 IN THE AMOUNT OF \$1,500.00 FOR PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATIONS FOR:

- Kelly harp
- Melody Shurter
- Karen Streiber

MOTION

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

RECEIVE AND FILE EMAIL RECEIVED FROM AMANDA KANE WITHDRAWING HER APPLICATION FOR DISPATCHER.

MOTION

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

ADJOURNMENT

MOTION

A motion was made by Commissioner Seitz to adjourn the meeting at or about 9:33 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, August 26, 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