



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, September 9, 2015 - 9:00 A.M.
Corporation Counsel Library – 8th Floor
Macomb County Administration Building

MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, September 9, 2015 in the Corporation Counsel Library on the 8th floor of the Macomb County Administration Building. The Chairman called the meeting to order at 9:06 a.m. with the following members present:

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

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 September 9, 2015, supported by Vice-Chair McGee. **THE MOTION CARRIED**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to approve the minutes of August 26, 2015, supported by Commissioner Seitz. **THE MOTION CARRIED**

PUBLIC PARTICIPATION

NONE

BUSINESS

REVIEW CIVIL SERVICE COMMISSION 2015 BUDGET

MOTION

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

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 DEPUTY ELIGIBILITY LIST

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

REVIEW AND APPROVE PROTECTIVE SERVICE OFFICER ELIGIBILITY LIST (TABLED)

It was determined that Protective Service Officers does not fall under the Civil Service Commission and therefore the Eligibility List has been abolished.

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

- Kelly Harp – Dispatcher – Hired Effective 9/21/15
- James Grasel – Deputy - Retired Effective 9/11/15
- John Perry – Deputy - Retired Effective 9/8/15

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

A COMMISSIONER IS NEEDED TO PROCTOR THE DISPATCH SUPERVISOR EXAM ON SEPTEMBER 29, 2015 LOCATED AT THE SHERIFF'S OFFICE TRAINING ROOM AT 9:00 A.M.

Commissioner Seitz volunteered to proctor the above exam.

A COMMISSIONER IS NEEDED TO PROCTOR THE DISPATCH VIDEO EXAM ON OCTOBER 1, 2015 LOCATED AT THE EMERGENCY SERVICES TRAINING CENTER AT 9:00 A.M.

Commissioner Seitz volunteered to proctor the above exam.

REVIEW AND RECEIVE AND FILE RFP PROPOSAL FOR PROMOTIONAL EXAMINATION.

MOTION

A motion was made by Commissioner Seitz to **TABLE** the above agenda item until 9/30/2015 to discuss the proposal and then to invite Empco, Inc. to the 10/14/15 meeting to discuss the fees, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

ADDED AGENDA ITEM

Item 9d: Sergeant Misch made a request to the Civil Service Commission if five employees currently on the Deputy's list can remain on the list until they have graduated from the academy in December.

Chairman Stanley has granted Sergeant Misch's request based on providing documentation of when physicals were completed and date of graduation.

ADJOURNMENT

MOTION

A motion was made by Commissioner Seitz to adjourn the meeting at or about 10:30 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, September 30, 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