



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, October 14, 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, October 14, 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
Carl Seitz, Commissioner

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

ADOPTION OF AGENDA

MOTION

A motion was made by Vice-Chair McGee to adopt the Agenda for October 14, 2015, supported by Commissioner Seitz. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to approve the minutes of September 30, 2015, supported by Commissioner Seitz. **THE MOTION CARRIED.**

MOTION TO DEVIATE FROM THE ADOPTED AGENDA AND PROCEED TO BUSINESS AND OLD BUSINESS, ITEM 8A

MOTION

A motion was made by Chairman Stanley to deviate from the adopted agenda and proceed to Item 6a and 8a to discuss the Promotional Examination RFP with Kim Craig from Empco, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

BUSINESS

KIM CRAIG FROM EMPCO WILL BE DISCUSSING THE REQUEST FOR PROPOSAL FOR PROMOTIONAL EXAMINATION AND DISCUSS EMAIL FROM KENDRA ROYER REGARDING PRICING.

Kim Craig explained the services Empco offered within the Promotional Examination RFP, such as Job analysis, but has no authority to discuss pricing changes.

OLD BUSINESS

REVIEW AND RECEIVE AND FILE RFP PROPOSAL FOR PROMOTIONAL EXAMINATION (TABLED FROM 9/30/15)

MOTION

A motion was made by Commissioner Seitz to have Empco draft a new proposal reflecting the 5% discount and to make Proctoring and the On-Site Review optional, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

NONE

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.**

MOTION TO DEVIATE FROM THE ADOPTED AGENDA AND PROCEED TO OLD BUSINESS, ITEM 8C

MOTION

A motion was made by Chairman Stanley to deviate from the adopted agenda and proceed to Item 8c to discuss applicants who were on eligibility list but withdrew their application because they have taken a position elsewhere, is kept on the eligibility list (TABLED FROM 9/30/15), supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MOTION

A motion was made by Commissioner Seitz to approve the following: add Derrick Jones back onto the dispatcher's eligibility list based on the fact there is no evidence of a conditional offer of employment was made; any applicant that turns down a job offer is automatically removed from the eligibility list, and any request for pre-employment physical and psychological request should state "This employment offer is contingent upon passing the physical and psychological evaluation", supported by Vice-Chair McGee. **THE MOTION CARRIED.**

REVIEW AND APPROVE DISPATCHER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DEPUTY ELIGIBILITY LIST

MOTION

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 SERGEANT (FULL) ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LIEUTENANT ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE REQUEST FOR PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATION AND TERMINATION FORM FOR:

- Jody Gorney – Dispatcher
- Daniel Webb – Corrections Officer - Resigned Effective 10/2/15

MOTION

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

REVIEW AND APPROVE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS, AND RECOMMEND FOR HIRE:

- Rebecca Jeruzal
- Nicholas Marlow

MOTION

A motion was made by Vice-Chair McGee to approve the evaluations and recommend for hire the above, supported by Commissioner Seitz. **THE MOTION CARRIED.**

OLD BUSINESS

RECEIVE AND FILE, AND APPROVE PAYMENT TO CONCENTRA, INVOICE #710440958 DATED 8/1/15 IN THE AMOUNT OF 107.00, AND INVOICE #710440427 DATED 7/24/15 IN THE AMOUNT OF \$25.00 TOTALING \$132.00 FOR PRE-EMPLOYMENT PHYSICAL FOR MELODY SHURTER AND KELLY HARP (TABLED FROM 9/30/15)

MOTION

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

NEW BUSINESS

NONE

ADJOURNMENT

MOTION

A motion was made by Commissioner Seitz to adjourn the meeting at or about 10:17 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, October 28, 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