



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 28, 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 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

Absent: 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 28, 2015, supported by Chairman Stanley. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to approve the minutes of October 14, 2015, supported by Chairman Stanley. **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, supported by Chairman Stanley. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE COMPUTER MAINTENANCE CLERK #489 ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to approve the Computer Maintenance Clerk #489 Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

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, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE DISPATCHER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LAW ENFORCEMENT SERGEANT-1 ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Sergeant-1 Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE LAW ENFORCEMENT SERGEANT-1 PERMANENT ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Sergeant-1 Permanent Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE LAW ENFORCEMENT SERGEANT (FULL) ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE CAPTAIN'S ELIGIBILITY LIST

MOTION

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

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

- Carrie Ambrose – Deputy Promoted 10/20/15
- Frank Bednard – Sergeant – Promoted 10/20/15
- Rebecca Jeruzal – Corrections Officer – Hired 11/9/15
- Kaley Jones – Resigned 10/19/15
- Nicholas Marlow – Corrections Officer – Hired Effective 10/26/15
- Michael Scharf – Sergeant 1 – Promoted 10/20/15

MOTION

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

RECEIVE AND FILE REQUEST FOR PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATIONS FOR:

- Cody Louton – Corrections Officer
- Alyssa Sciacca – Corrections Officer
- Ryan Vansice – Corrections Officer

MOTION

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

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

- Autumn Fettig
- Jody Gorney
- Matthew McPhillips
- Alyssa Sciacca

MOTION

A motion was made by Vice-Chair McGee to approve the evaluations and recommend for hire the above, except for Alyssa Sciacca who had failed a portion of her physical exam and a letter of disqualification will be sent, supported by Chairman Stanley. **THE MOTION CARRIED.**

OLD BUSINESS

REVIEW AND APPROVE AND RECEIVE AND FILE REVISED RFP PROPOSAL FOR PROMOTIONAL EXAMINATION

MOTION

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

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO EMPCO, INVOICE #3668 DATED 9/29/15 IN THE AMOUNT OF \$2,431.40 FOR THE DISPATCHER SUPERVISOR WRITTEN EVALUATION HELD SEPTEMBER 29, 2015.

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 PSYBUS, INVOICE #15606 DATED 10/14/15 IN THE AMOUNT OF \$1,500.00 FOR PSYCHOLOGICAL EVALUATIONS FOR:

- Nicholas Marlow – Corrections Officer
- Matthew McPhillips – Corrections Officer
- Rebecca Jeruzal – Corrections Officer

MOTION

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

REVIEW AND APPROVE 2016 MEETING DATES

MOTION

A motion was made by Vice-Chair McGee to approve the 2016 Meeting Dates, supported by Chairman Stanley. **THE MOTION CARRIED.**

ADJOURNMENT

MOTION

A motion was made by Chairman Stanley to adjourn the meeting at or about 9:46 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Tuesday, November 10, 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