



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 27, 2016 - 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, January 27, 2016 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: Robert Gazall, Office of Corporation Counsel
Lt. Walt Zimny, Sheriff's Office Representative
Ashley Earp, Concentra-Associate Director of Operations
Andrew Mack, Concentra

Absent: Amy Lumetta, Human Resources and Labor Relations

ADOPTION OF AGENDA

MOTION

A motion was made by Vice-Chair McGee to adopt the Agenda for January 27, 2016, supported by Chairman Stanley. **THE MOTION CARRIED.**

MOTION TO DEVIATE FROM THE ADOPTED AGENDA AND PROCEED TO BUSINESS ITEM 6A

MOTION

A motion was made by Chairman Stanley to deviate from the adopted agenda and proceed to Item 6a to convey the issues that Civil Service Commission is having receiving the full physical reports with Ashley Van Slembrouck and Andrew Mack from Concentra, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

BUSINESS

ASHLEY VAN SLEMBROUCK, ASSISTANT AREA OPERATIONS DIRECTOR FOR CONCENTRA IS PRESENT UPON THE REQUEST OF THE CIVIL SERVICE COMMISSION.

Concentra will fix the account names so physical evaluations are sent to the right location. They will be changing all pre-employment physical account for Corrections and Dispatchers to add Civil Service to the account name. Concentra will also appoint a person at the Fraser office to make sure all forms are accounted for before faxing it to Civil Service Commission. They will put all Human Resources applicant under a generic pre-employment account.

MINUTES

MOTION

A motion was made by Vice-Chair McGee to approve the minutes of December 9, 2015, supported by Chairman Stanley. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

NONE

BUSINESS

ASHLEY VAN SLEMBROUCK, ASSISTANT AREA OPERATIONS DIRECTOR FOR CONCENTRA IS PRESENT UPON THE REQUEST OF THE CIVIL SERVICE COMMISSION.

REVIEW CIVIL SERVICE COMMISSION 2016 BUDGET

MOTION

A motion was made by Chairman Stanley to receive and file the 2016 Budget, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE ADMINISTRATIVE SECRETARY ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Administrative Secretary 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'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.**

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 DISPATCH SUPERVISOR ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Dispatch Supervisor Eligibility List upon double checking the calculations of the scores, make any corrections if necessary, and post list, supported by Chairman Stanley. **THE MOTION CARRIED.**

MOVED TO AGENDA ITEM 8A.

OLD BUSINESS

RE-EVALUATE HOW MANY PERFORMANCE EVALUATIONS TO USE FOR PROMOTIONAL TESTING.

MOTION

A motion was made by Vice-Chair McGee to use the average of up to three annual performance evaluations, when available, to compute the percentages per contractual agreement, for the promotional exams, even though not all candidates will have the same amount of evaluations, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE CORRECTIONS SERGEANT-1 ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LAW ENFORCEMENT LIEUTENANT ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION FORMS FOR:

- Jason Abro – Lieutenant – Promoted Effective 1/16/16
- Thomas Bartoli – Corrections Officer – Hired Effective 1/18/16
- Mitchell Blount – Deputy – Promoted Effective 12/20/15
- Elizabeth Darga – Undersheriff – Promoted Effective 1/16/16
- Erika Grzech – Deputy – Promoted Effective 12/19/15
- Jordan Harvey – Sergeant-1 – Promoted Effective 1/16/16
- Kimberly Hill – Deputy – Promoted Effective 1/17/16
- Eric Holmes – Deputy – Promoted Effective 12/18/15
- Jacob Howell – Deputy – Promoted Effective 1/16/16
- Semin Ibranovic – Corrections Officer – Hired Effective 1/19/16
- David Kennedy – Captain – Promoted Effective 1/16/16
- Michael Shorkey – Sergeant – Promoted Effective 1/16/16
- James Stanley – Corrections Sergeant-1 – Promoted Effective 12/18/15
- Ryan VanSice – Corrections Officer – Hired Effective 1/17/16

MOTION

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

RECEIVE AND FILE TERMINATION FORMS FOR:

- Darryl Chene – Corrections Officer – Retired Effective 1/15/16
- Kent Lagerquist – Undersheriff – Retired Effective 1/15/16
- Charles Missig – Deputy – Retired Effective 1/14/16

MOTION

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

RECEIVE AND FILE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATION REQUESTS FOR:

- Carl McWhorter – Corrections Officer
- Lisa Moss – Corrections Officer
- Kenneth O'Donnell – Corrections Officer
- Barbara Rose – Dispatcher
- Anthony Sauger – 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, APPROVE, RECEIVE AND FILE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS AND RECOMMEND FOR HIRE FOR:

- Carl McWhorter – Physical only
- Lisa Moss – Physical only
- Kenneth O'Donnell – Physical only
- Merideth Romain
- Barbara Rose
- Anthony Sauger – Physical only

MOTION

A motion was made by Vice-Chair McGee to recommend for hire Merideth Romain and a deny for hire was sent to Macomb County Sheriff's Office for Carl McWhorter, Lisa Moss, Kenneth

O'Donnell, Barbara Rose and Anthony Sauger for failing a portion of their physical examination, and all evaluations were received and filed, supported by Chairman Stanley. **THE MOTION CARRIED.**

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO CONCENTRA, INVOICE #710661397 DATED 12/19-12/23/15 IN THE AMOUNT OF \$380.00 FOR PHYSICAL EVALUATIONS FOR:

- Ken O'Donnell
- Lisa Moss
- Barbara Rose
- Anthony Sauger

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 #124054 DATED 12/15/15 IN THE AMOUNT OF \$39.00 FOR THE DISPATCHER'S VIDEO EXAM ON DECEMBER 2, 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 #15686 DATED 12/9/15 IN THE AMOUNT OF \$1000.00, AND INVOICE #15715 DATED 12/23/15 IN THE AMOUNT OF \$500.00 TOTALING \$1500.00 FOR PSYCHOLOGICAL EVALUATIONS FOR:

- Semin Ibranovic – Corrections Officer
- Thomas Bartoli – Corrections Officer
- Barbara Rose – Dispatcher

MOTION

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

REVIEW, APPROVE, RECEIVE AND FILE THE 2015 ANNUAL REPORT FOR THE CIVIL SERVICE COMMISSION.

MOTION

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

ADJOURNMENT

MOTION

A motion was made by Chairman Stanley to adjourn the meeting at or about 10:55 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, February 10, 2016 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