



Civil Service Commission

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

COMMISSIONERS

Robert Stanley, Chairman
Diane McGee, Vice-Chair
Ronald Geml, Commissioner

Karen A. Spranger
Macomb County Clerk

OFFICIAL MINUTES OF THE MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, May 10, 2017 - 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, May 10, 2017, in the Corporation Counsel Library on the 8th floor of the Macomb County Administration Building. The Chairman called the meeting to order at 9:10 a.m. with the following members present:

Present: Robert Stanley, Chairman
Diane McGee, Vice-Chair
Ronald Geml, Commissioner

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

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Geml to adopt the Amended Agenda for May 10, 2017, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Commissioner Geml to approve the meeting minutes of April 19, 2017, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

None

BUSINESS

None

PERSONNEL

REVIEW AND APPROVE SECRETARY #17-00176 ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to approve the Secretary #17-00176 Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

REVIEW AND APPROVE CORRECTIONS DEPUTY ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DISPATCHER ELIGIBILITY LIST.

MOTION

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

REVIEW AND APPROVE THE DEPUTY ELIGIBILITY LIST.

MOTION

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

REVIEW AND APPROVE LAW ENFORCEMENT SERGEANT 1 AND SERGEANT 1 PERMANENT ELIGIBILITY LIST.

MOTION

A motion was made by Vice-Chair McGee to approve the Law Enforcement Sergeant 1 and Sergeant 1 Permanent Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

REVIEW AND APPROVE SERGEANT (FULL) ELIGIBILITY LIST.

MOTION

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

REVIEW AND APPROVE CAPTAIN ELIGIBILITY LIST.

MOTION

A motion was made by Commissioner Geml to approve the Captain Eligibility List, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

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

- Margaret Antushevich Corrections Deputy
- Tricia Crabtree Dispatcher
- Jonathan Dominka Corrections Deputy
- Bryce Elliott Corrections Deputy
- Jason Labish Corrections Deputy
- Amanda Manolios Corrections Deputy
- Roger Narlock Corrections Deputy
- Nikita Petrovskiy Corrections Deputy
- Lauren Richards Dispatcher
- Matthew Roznowski Corrections Deputy
- Ronald Smith II Corrections Deputy

MOTION

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

RECEIVE AND FILE TERMINATION FORMS AND RESIGNATION MEMO FOR:

- John Allor Deputy Retired Effective June 16, 2017
- Thomas Geml Deputy Retired Effective June 2, 2017
- Louis Kulcsar Corrections Deputy Resigned Effective May 15, 2017.
- John Michalke Lieutenant Retired Effective May 12, 2017
- Wayne Rickert Deputy Retired Effective May 12, 2017

MOTION

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

RECEIVE AND FILE MEMOS FROM UNDERSHERIFF DARGA AND RECOMMENDATION TO FILL VACANT POSITION FORMS FOR:

- Joshua Babbitt Deputy Promoted Effective 4/24/17
- Gianna Caporuscio Deputy Promoted Effective 4/27/17
- Christopher Cotton Corrections Deputy Hired Effective 5/5/17
- Jack Currie Corrections Deputy Hired Effective 5/7/17
- Jeffery Gornicki Lieutenant Promoted Effective 5/13/17
- Justin Jankowski Deputy Promoted Effective 4/25/17
- Mark Morfino LE Sergeant-1 Promoted Effective 5/13/17
- Gerald Romanow Deputy Promoted Effective 4/26/17
- Daryn Santini Sergeant Promoted Effective 5/13/17
- Zachary Terry Corrections Deputy Hired Effective 5/8/17
- Mark Tillman Deputy Promoted Effective 4/28/17
- Christina Wancket Corrections Deputy Hired Effective 5/6/17

MOTION

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

REVIEW AND APPROVE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATIONS AND RECOMMEND TO HIRE:

- Tricia Crabtree Dispatcher

MOTION

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

OLD BUSINESS

NONE

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #16477, DATED 4/24/17 IN THE AMOUNT OF \$1,000.00 AND INVOICE #16481, DATED 4/30/17 IN THE AMOUNT OF \$1,000.00 FOR PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATIONS FOR:

- Jack Currie Corrections Deputy
- Christopher Cotton Corrections Deputy
- Zachary Terry Corrections Deputy
- Christina Wancket Corrections Deputy

MOTION

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

REVIEW AND APPROVE PAYMENT TO ERGOMETRICS FOR SCORING THE DISPATCHERS VIDEO EXAM ON FEBRUARY 9TH AND APRIL 18TH, INVOICE #127922, DATED 2/16/17 IN THE AMOUNT OF \$25.00, AND INVOICE #128503, DATED 4/25/17 IN THE AMOUNT OF \$27.00 TOTALING \$52.00.

MOTION

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

REVIEW AND APPROVE PAYMENT TO CONCENTRA, INVOICE #711463249, DATED 4/11-4/27/2017 IN THE AMOUNT OF \$654.00 FOR PRE-EMPLOYMENT PHYSICAL EXAMINATIONS FOR:

MOTION

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

RECEIVE AND FILE UPDATED JOB DESCRIPTIONS FOR CORRECTIONS DEPUTY AND DISPATCHER.

MOTION

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

JOB POSTINGS ON EXTERNAL WEBSITES.

The Civil Service Commission requested to be notified if an external posting is created by the Sheriff's Office for Corrections Officer and Dispatchers. Currently The Sheriff's Office has postings on the following websites and will soon be advertising on Twitter, Instagram, and Facebook:

- Indeed
- Pure Michigan Talent Connect
- Handshake
- Macomb Career Link
- Veterans
- Smarthire

DISPATCHER VIDEO EXAM SCHEDULED FOR MAY 12, 2017 AT 9:00 A.M.

Chairman Stanley has volunteered to proctor the exam.

DISCUSS THE CIVIL SERVICE COMMISSION SECRETARY ADMINISTERING THE TYPING TEST.

MOTION

A motion was made by Vice-Chair McGee to **TABLE** this subject until a decision has been made on how applications will be submitted, supported by Commissioner Geml. **THE MOTION CARRIED.**

ADJOURNMENT

MOTION

A motion was made by Commissioner Geml to adjourn the meeting at 10:25 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting of Tuesday, May 23, 2017 at 9 a.m. at the Macomb County Clerk's Office, 120 N. Main Street, Mt. Clemens. **THE MOTION CARRIED.**

Shirley Maniaci, Senior Secretary
Macomb County Clerk's Office

Karen A. Spranger, Macomb County Clerk