



# 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

Fred Miller  
Macomb County Clerk

## **MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING**

Wednesday, November 28, 2018 - 9:00 A.M.

Clerk's Conference Room – 1<sup>st</sup> Floor

Talmer Building

120 N. Main, Mount Clemens, 48043

### AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ADOPTION OF AGENDA**
4. **MINUTES**
  - a) Approval of the Meeting Minutes for November 7, 2018.
5. **PUBLIC PARTICIPATION**
6. **BUSINESS**
  - a) Review and Approve 2018 Civil Service Commission Budget.
7. **PERSONNEL**
  - a) Review and Approve Corrections Deputy Eligibility List.
  - b) Review and Approve Dispatcher Eligibility List.
  - c) Review and Approve Deputy Eligibility List.
  - d) Review and Approve Sergeant 1 Eligibility List.
  - e) Review and Approve Sergeant Eligibility List.
  - f) Review and Approve Communications Administrator Eligibility List.
  - g) Receive and File Pre-Employment Physical and Psychological requests for:
    - Alicia Agrusso      Corrections Deputy
    - Ciara Cassani      Dispatcher
    - Logan Davis      Corrections Deputy
    - Jillian Dutko      Dispatcher
    - Erika Ladas      Dispatcher
    - Michael Valken      Dispatcher
  - h) Receive and File memo from Undersheriff Darga and Recommendation to Fill Vacant Position forms for:

• Jason Conklin	Sergeant 1	Promoted Effective November 8, 2018
• Susan Dumas	Sergeant	Promoted Effective November 8, 2018

- i) Review and approve pre-employment physical and psychological evaluations and recommend to hire for:
- Jillian Dutko
  - Michael Valken

**8. OLD BUSINESS**

**9. NEW BUSINESS**

- a) Review and approve payment to Concentra, invoice #712399671, #712399518, and #712399712 dated 11/9-11/12/18 each in the amount of \$109.00 totaling \$327.00 for pre-employment physicals for:
- Jillian Dutko
  - Erika Ladas
  - Michael Valken
- b) Review and approve payment to Concentra, invoice #712416803 dated 11/18/18 in the amount of \$109.00 for pre-employment physical for:
- Ciara Cassani
- c) Review and approve payment to Empco, invoice #4387 dated 11/1/18 in the amount of \$3,390.00 for the Corrections Sergeant-1 written exam development.
- d) Review and approve payment to Ergometrics, invoice #134052 dated 11/16/18 in the amount of \$44.15 for Dispatcher video exam and additional answer sheets.
- e) Review and approve payment to 21<sup>st</sup> Century Media-Michigan dated 10/31/18 in the amount of \$1,090.45 for election ad.
- f) Review and approve changes to the Pre-Employment Drug Screening Policy.

**10. ADJOURNMENT**