



Civil Service Commission

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

COMMISSIONERS

Robert Stanley, Chairman
Diane McGee, Vice-Chairperson
William A. Froberg, Commissioner

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, December 12, 2012

The Macomb County Civil Service Commission held their meeting on Wednesday, December 12, 2012 in the County Clerk's Conference Room on the 1st floor of the Circuit Court 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-Chairperson
William Froberg, Commissioner

Absent: Orletta Cross Human Resources Representative

Also present: Lt. John Michalke, Sheriff's Office Representative
John Schapka, Corporation Counsel

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Froberg to approve the amended agenda for December 12, 2012, supported by Vice-Chairperson McGee. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chairperson McGee to adopt the Minutes of the November 14, 2012 meeting, supported by Commissioner Froberg. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

None

BUSINESS

REVIEW CIVIL SERVICE COMMISSION BUDGET

MOTION

A motion was made by Chairman Stanley to receive and file the Civil Service Commission Budget report, supported by Vice-Chairperson McGee. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST.

MOTION

A motion was made by Commissioner Froberg to approve the Corrections Officer 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 approve the Deputy Sheriff Eligibility List, supported by Commissioner Froberg. **THE MOTION CARRIED.**

REVIEW AND APPROVE LAW ENFORCEMENT SGT-1 ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LAW ENFORCEMENT SERGEANT (FULL) ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LIEUTENANT ELGIBILITY LIST

MOTION

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

RECEIVE AND FILE REQUEST FROM MCSO FOR PHYSICAL AND PSYCHOLOGICAL TESTING AND REVIEW PHYSICAL EXAMINATION AND PSYCHOLOGICAL EXAMINATION RESULTS FOR:

- Michael Henry – Corrections Officer Applicant
- Renee Yax – Corrections Officer Applicant
- Brandon Binion – Corrections Officer Applicant
- Dale LaBombard – Corrections Officer Applicant
- Nicole Miron – Corrections Officer Applicant
- Derek Reed – Corrections Officer Applicant
- Brandon Wiley – Corrections Officer Applicant
- Kevin E Lagerquist– Corrections Officer Applicant

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the requests for physical and psychological testing AND also after reviewing the test results forward the Recommendation for Hire to the Macomb County Sheriff's Office for applicants Henry Yax, Binion, LaBombard, Miron, Reed, and Wiley; Corrections Officer Applicant Lagerquist's physical and psychological examination results have not been received, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE TERMINATION FORMS FOR:

- William G Yunker – Corrections Deputy (Discharged Effective 11/20/12)

- Dane M Seltzer – Corrections Deputy (Resigned Effective 11/25/12)

- Scott Arnold – Corrections Deputy (Retired Effective 12/14/12)

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the termination forms, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITIONS FOR:

- Eric A Holmes – Corrections Deputy Effective 12/9/12
- Angela M Mossoian – Corrections Deputy Effective 12/10/12

MOTION

A motion was made by Commissioner Froberg to receive and file the Recommendations to Fill Vacant Positions, supported by Vice-Chairperson McGee. **THE MOTION CARRIED.**

OLD BUSINESS

RECEIVE AND FILE EMAIL FROM BRIAN JACKS, HUMAN RESOURCES, REGARDING:

- Patricia Anderson – Promotion – Computer Maintenance Clerk (Position# 12-00086) Effective 10/1/2012

This agenda item was tabled from November 14th to review the Computer Maintenance Clerk Eligibility List and verify Patricia Anderson was on the Eligibility List.

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the email regarding CMC promotion, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE EMAIL FROM CIVIL SERVICE SECRETARY TO MANAGER OF CONCENTRA MEDICAL CENTER REGARDING TESTING PROTOCOLS AND BILLING:

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the email regarding improving billing procedures and consistent examination evaluation reports, supported by Commissioner Froberg. **THE MOTION CARRIED.**

RECEIVE AND FILE 2013 CIVIL SERVICE MEETING SCHEDULE

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the 2013 Civil Service Commission Meeting Schedule, supported by Commissioner Froberg. **THE MOTION CARRIED.**

ERGOMETRIC 2012 / 2013 SERVICE AGREEMENT AND ANNUAL LICENSE FEE

Commissioners and Corporation Counsel approve 2012 /2013 Service Agreement. Commissioners approve payment of Annual License Fee for Ergometrics.

MOTION

A motion was made by Vice-Chairperson McGee to approve payment of Ergometrics Invoice for Annual License for \$800.00. **THE MOTION CARRIED.**

REVIEW AND DISCUSS ELECTION BY MC SO OF THEIR REPRESENTATIVE CIVIL SERVICE COMMISSIONER

Commissioners and Corporation Counsel review and discuss procedure for election by MCSO of Civil Service Commission representative on Friday, December 21, 2012.

DETERMINATION OF PARKING SPACE FOR COMMISSIONERS AT MCSO

Sheriff's Office authorizes Commissioners to utilize first spot outside of the West Entrance at the Macomb County Sheriff's Office.

NEW BUSINESS

REVIEW AND APPROVE PAYMENT FOR MICHAEL VREDEVOOGD PC INVOICE NUMBER 2012-8 FOR \$1,365.00 FOR (7) PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATIONS FOR CORRECTIONS OFFICER APPLICANTS BINION, HENRY, LABOMBARD, MIRON, REED, WILEY AND YAK DATED DECEMBER 3, 2012.

MOTION

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

REVIEW AND APPROVE PAYMENT FOR CONCENTRA MEDICAL CENTERS INVOICE NUMBER 708584445 FOR \$447.00 FOR (3) PRE-EMPLOYMENT PHYSICAL EXAMINATIONS @ \$149.00 EACH FOR CORRECTIONS OFFICER APPLICANTS BINION, LABOMBARD AND MIRON DATED NOVEMBER 28, 2012.

MOTION

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

REVIEW AND APPROVE PAYMENT FOR CONCENTRA MEDICAL CENTERS INVOICE NUMBER 708595871 FOR \$596.00 FOR (4) PRE-EMPLOYMENT PHYSICAL EXAMINATIONS @ \$149.00 EACH FOR CORRECTIONS OFFICER APPLICANTS WILEY, HENRY, REED, AND YAK DATED DECEMBER 5, 2012.

MOTION

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

REVIEW AND APPROVE REIMBURSEMENT TO LT JOHN MICHALKE FOR LUNCH / REFRESHMENTS FOR OUTSIDE ORAL EXAMINERS FOR LE SGT-1 EXAMINATION DATED 10/25/2012 FOR \$74.01

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

ERGOMETRIC VIDEO DISPATCHER TESTING SET FOR FRIDAY, DECEMBER 14, 2012 AT 9 AM IN THE TRAINING ROOM AT MCSO. NEED A CIVIL SERVICE COMMISSIONER TO PROCTOR.

After discussion, Vice-Chair Diane McGee will proctor the Ergometric Video Dispatcher testing on Friday, December 14, 2012 at 9 am.

RECEIVE AND FILE INFORMATION ON LABOR LAW AND LABOR ARBITRATION CONFERENCE

ADJOURNMENT

MOTION

A motion was made by Vice-Chair McGee to adjourn the meeting at 9:35 a.m., supported by Chairman Stanley. Meeting adjourned until the next meeting of Wednesday, December 12, 2012 at 9 a.m. in the County Clerk's Conference Room on the 1st floor of the Macomb County Circuit Court Building. **THE MOTION CARRIED.**

Lynn K Brown, Secretary to
Macomb County Civil Service Commission

Carmella Sabaugh, Macomb County Clerk