



Civil Service Commission

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

COMMISSIONERS

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

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, April 10, 2013

MINUTES

The Macomb County Civil Service Commission held a Meeting on Wednesday, April 10, 2013 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, Commissioner
William Froberg, Vice-Chairperson

Also present: Lt. Walter Zimny, Sheriff's Office Representative
John Schapka, Corporation Counsel
Orletta Cross Human Resources Representative

ADOPTION OF AGENDA

MOTION

A motion was made by Chairman Stanley to amend the Agenda for April 10, 2013 and proceed to agenda item 8a presentation by Henry Ford Health Systems, supported by Commissioner McGee. **THE MOTION CARRIED.**

PRESENTATION BY HENRY FORD HEALTH SYSTEMS

Presentation by Henry Ford Health Systems, William Bowser, Director, Business Health Department and Dr. George Metropoulos, MD, Business Health Physician regarding providing Pre-Employment Physical Examinations.

MOTION

A motion was made by Commissioner McGee to utilize Henry Ford Health Systems to provide pre-employment and pre-academy physical examinations effective immediately, supported by Chairman Stanley. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Commissioner McGee to adopt the Minutes of the March 13, 2013 Civil Service Commission Meeting, supported by Chairman Stanley. **THE MOTION CARRIED.**

MOTION

A motion was made by Commissioner McGee to adopt the Minutes of the March 25, 2013 Special

Civil Service Commission Meeting, supported by Chairman Stanley. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

None

BUSINESS

REVIEW CIVIL SERVICE COMMISSION BUDGET

MOTION

A motion was made by Vice-Chairperson McGee to receive and file the 2013 Civil Service Commission Budget, and Civil Service Secretary is instructed to proceed with the necessary steps to increase our budget for physical and psychological examinations supported by Chairman Stanley. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST.

MOTION

A motion was made by Commissioner McGee to approve the Corrections Officer Eligibility List, supported by Vice-Chairman Froberg. **THE MOTION CARRIED.**

REVIEW AND APPROVE DEPUTY ELIGIBILITY LIST

MOTION

A motion was made by Commissioner McGee to approve the Deputy Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE REVISED LAW ENFORCEMENT SERGEANT-1 ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION

MOTION

A motion was made by Chairman Stanley to receive and file the following Recommendations to Fill Vacant Positions, supported by Commissioner McGee. **THE MOTION CARRIED.**

- Christopher Bennett – Dispatcher (Effective- 4/22/13)
- Stephanie Cheung – Dispatcher (Effective- 4/01/13)
- Robert Deja – Dispatcher (Effective- 4/21/13)
- Kathleen DeYoung – Dispatcher (Effective- 4/1/13)
- Derek Fortunate – Dispatcher (Effective- 4/1/13)
- Brendan Fraser – Dispatcher (Effective- 4/22/13)
- Erika Grzech – Dispatcher (Effective- 4/21/13)
- Kristan Koehler – Dispatcher (Effective- 4/1/13)
- Krysta LeBeau – Dispatcher (Effective- 4/22/13)
- Marcy Oke – Dispatcher (Effective- 4/1/13)
- Aileen Sczublewski – Dispatcher (Effective- 4/1/13)
- Joshua Strassburg – Dispatcher (Effective- 4/21/13)

- Kevin Lagerquist – Corrections Officer (Effective- 3/29/13)
- Charles Mishakis – Corrections Officer (Effective- 3/30/13)
- Kyle White – Corrections Officer (Effective- 3/31/13)

RECEIVE AND FILE VACANT POSITION AUTHORIZATION

- Denise Dilay – Corrections Deputy (Retired Effective 4/5/13)
- Timothy Flanigan – Corrections Deputy (Retired Effective 4/8/13)
- Edward Flowers – Corrections Deputy (Retired Effective 4/5/13)
- Jeffrey Gentner - Deputy (Retired Effective 3/29/13)
- George Pointer - Corrections Deputy (Retired Effective 4/3/13)
- Lawrence Sheff – Corrections Deputy (Retired Effective 4/5/13)
- Kyle White – Corrections Deputy (Resigned Effective 4/6/13)

NEW BUSINESS

RECEIVE AND FILE DOCUMENTS REGARDING DEPUTY JOSEPH A CADA TERMINATION OF EMPLOYMENT AND APPEAL OF TERMINATION. AND SCHEDULE APPEAL HEARING

Commissioners and Corporation Counsel discuss the appeal procedure of Deputy Joseph Cada's termination of employment. Deputy Cada has requested that the appeal hearing be rescheduled for June 12, 2013. The Commissioners request that the Civil Service Commission meeting and this appeal hearing be held in a larger conference room. Civil Service Secretary will reserve the Board of Commissioners Conference Room.

REQUEST FROM HUMAN RESOURCES TO AMEND OUR CIVIL SERVICE APPLICATION

Commissioners discuss the request from Human Resources Department to amend our application cover sheet and also our website to indicate that Human Resources no longer conducts clerical testing upon initial application and also instructing applicants that all applications must be submitted electronically.

MOTION

A motion was made by Chairman Stanley to amend the cover sheet of the Civil Service application and the Civil Service website as discussed above, supported by Commissioner McGee. **THE MOTION CARRIED.**

REVIEW AND DISCUSS PAYMENT OPTIONS FOR CONCENTRA MEDICAL CENTER FOR INVOICE NUMBERS 708757470 FOR \$745.00 FOR (5) PRE-EMPLOYMENT PHYSICAL EXAMINATIONS FOR BENNETT, GRZECH, DEJA, LEBEAU, AND STRASSBURG DATED MARCH 12 - 15, 2013 AND 708744940 FOR \$627.00 FOR (4) PRE-EMPLOYMENT PHYSICAL EXAMINATIONS FOR CHEUNG, FRASER, OKE AND FORTUNATE DATED MARCH 6 – 8, 2013.

The Civil Service Secretary is instructed to work with Finance Department to reallocate some funds within our Civil Service Commission budget to pay these invoices, while we are going through the lengthy process to increase our budget. Civil Service Secretary is also instructed to contact Concentra and request the deduction of \$27.00 from each of the five (5) invoices with failed hearing examinations. **TABLED TO MAY 8, 2013.**

REVIEW AND DISCUSS PAYMENT OPTIONS FOR INVOICE NUMBER 2013-4 FOR MICHAEL VREDEVOGD PC FOR \$1,365 FOR (7) PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATIONS FOR FRASER, OKE, BENNETT, LEBEAU, DEJA, GRZECH, AND STRASSBURG DATED MARCH 18, 2013.

The Civil Service Secretary is instructed to work with Finance Department to reallocate some funds within our Civil Service Commission budget to pay these invoices, while we are going through the lengthy process to increase our budget

MOTION

A motion was made by Commissioner McGee to approve invoice, supported by Chairman Stanley.

THE MOTION CARRIED

ADJOURNMENT

MOTION

A motion was made by Commissioner McGee to adjourn the meeting at 10:30 a.m., supported by Chairman Stanley. Meeting adjourned until the next meeting of Wednesday, May 8, 2013 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