



Civil Service Commission

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

COMMISSIONERS

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

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, May 14, 2014 - 9:00 A.M.
County Clerk's Conference Room – 1st Floor

MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, May 14, 2014 in the County Clerk's Conference Room on the 1st floor of the Macomb County Circuit Court Building. The Chairman called the meeting to order at 9:05 a.m. with the following members present:

Present: Robert Stanley, Chairman
Diane McGee, Vice-Chairman
William Froberg, Commissioner

Also present: Orletta Cross, Human Resources and Labor Relations
Frank Krycia, Assistant Corporation Counsel

Absent: Lt. Walter Zimny, Sheriff's Office Representative

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Froberg to adopt the Amended Agenda for May 14, 2014, supported by Vice-Chairperson McGee. **THE MOTION CARRIED**

MINUTES

MOTION

A motion was made by Vice-Chairperson McGee to approve the minutes of April 9, 2014, supported by Commissioner Froberg. **THE MOTION CARRIED**

MOTION

A motion was made by Commissioner Froberg to approve the minutes of the Special Civil Service Commission meeting of May 1, 2014, supported by Chairman Stanley. **THE MOTION CARRIED**

PUBLIC PARTICIPATION

None

BUSINESS

REVIEW CIVIL SERVICE COMMISSION 2014 BUDGET

MOTION

A motion was made by Commissioner Froberg to receive and file the 2014 budget report, supported by Chairman Stanley. **THE MOTION CARRIED.**

Civil Service Commissioners requested explanation of Budget Line Item 80112 (now titled CS – Autism) in the Civil Service budget. Per Tom Gaeschke in County Finance, this is a line item the Commission used to utilize for testing and various other expenses. This line item is now being used by another county department but it remains on our budget for historical purposes. If we delete that line item we would lose the financial reporting previously associated with this line item.

PERSONNEL

REVIEW AND APPROVE SECRETARY ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chairperson McGee to review and approve the Secretary Eligibility List, supported by Commissioner Froberg. **THE MOTION CARRIED.**

REVIEW AND APPROVE CORRECTION OFFICER ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chairperson McGee to review and approve the Correction Officer Eligibility List, supported by Commissioner Froberg. **THE MOTION CARRIED.**

REVIEW AND APPROVE DEPUTY ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE VACANT POSITION AUTHORIZATION AND TERMINATION FORM FOR:

- Jenna Kegler – Dispatcher – Discharged Effective 04/15/2014
- Nicholas Predko – Dispatcher – Resigned Effective 4/24/14
- Ted Dumas – Deputy – Retired Disabled Effective 4/28/14

MOTION

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

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION FOR:

- Elizabeth Gutwald – Secretary – Promoted Effective 5/5/14
- Nikolas Nicaaj – Deputy – Promoted Effective 4/7/14
- David Derosia – Deputy – Promoted Effective 4/8/14
- Derek Reed – Deputy – Promoted Effective 4/9/14
- Michael Galwaa – Deputy – Promoted Effective 4/10/14
- Kevin Lagerquist – Deputy – Promoted Effective 4/11/14
- William Eisenhart – Corrections Officer – Hired Effective 4/24/14

- Alexandrina Lopez - Corrections Officer – Hired Effective 4/25/14
- Jeffrey Valley - Corrections Officer – Hired Effective 4/26/14
- Elizabeth Calabris - Dispatcher – Hired Effective 4/27/14
- Michael Krzesimowski - Corrections Officer – Hired Effective 4/27/14
- Robert Kozlowski – Dispatcher – Hired Effective 4/28/14
- Thomas Stawski – Dispatch Supervisor – Promoted Effective 4/28/14
- Carl West Jr – Corrections Officer – Hired Effective 4/28/14

MOTION

A motion was made by Chairman Stanley to receive and file the recommendation to fill vacant position, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EXAMINATION RESULTS AND RECOMMEND HIRE FOR:

- Joshua Babbitt – Dispatcher
- Michael Convery – Dispatcher
- Edidiong J Oworoetop – Dispatcher
- Justin Porter - Dispatcher

MOTION

A motion was made by Vice-Chairperson McGee to forward a Recommendation to Hire the above listed Dispatchers applicants, supported by Commissioner McGee. **THE MOTION CARRIED.**

OLD BUSINESS

REVIEW AND APPROVE ISSUANCE OF LETTER TO WILLIAM BOWSER, BUSINESS MANAGER, HENRY FORD HEALTH SYSTEMS, NOTIFYING THEM WE WILL NO LONGER UTILIZE THEIR PRE-EMPLOYMENT PHYSICAL EXAMINATION SERVICES

Commissioners approve letter to Henry Ford Health Systems notifying them we will no longer utilize their services effective immediately and requesting a final invoice.

RECEIVE AND FILE LETTER TO DISPATCHER APPLICANT, RACHEL WESTRICK, NOTIFYING HER APPEAL WAS GRANTED WAIVING THE SIX-MONTH WAITING PERIOD TO RE-TAKE ERGOMETRIC VIDEO DISPATCHER TEST

Commissioners approve letter to applicant notifying her appeal was granted and she will be scheduled and receive notice for the next Ergometric Video Dispatcher Test.

REVIEW AND DISCUSS RECOGNITION OF DEGREES AND COLLEGES AND UNIVERSITIES FOR PURPOSES OF ESTABLISHING A LIST OF ACCEPTABLE LAW ENFORCEMENT COLLEGE LEVEL CREDITS AND/OR DEGREES QUALIFYING FOR EDUCATION ALLOWANCE (TABLED FROM APRIL 9, 2014)

Agenda item tabled to June 11, 2014 meeting to allow Commissioners, HRLR, Corporation Counsel and MCSO to review proposed language regarding acceptable colleges and degrees.

NEW BUSINESS

REVIEW AND APPROVE PAYMENT FOR MICHAEL VREDEVOOGD PC INVOICE NUMBER 2014-6 FOR \$ 780.00 FOR (4) PRE-EMPLOYMENT PSYCHOLOGICAL EXAMINATIONS (BABBITT, CONVERY, OPWOROETOP, AND PORTER) DATED 5/9/14 .

MOTION

A motion was made by Vice-Chairperson McGee to approve payment for the above invoice,

supported by Commissioner Froberg. **THE MOTION CARRIED.**

REVIEW AND APPROVE PAYMENT TO ERGOMETRICS INVOICE NUMBER 118328 DATED 4/18/14 FOR \$33.00 FOR SCORING (11) ECOMM DISPATCHER TESTS TAKEN ON 4/11/14.

MOTION

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

REVIEW AND APPROVE PAYMENTS TO REIMBURSE LT WALTER ZIMNY FOR MEAL ALLOWANCES FOR OUTSIDE ORAL EXAMINERS: INVOICE DATED 3/19/14 FOR \$57.45 AND INVOICE DATED 3/20/14 FOR \$29.96

MOTION

A motion was made by Commissioner Froberg to approve payment for the above invoice, supported by Chairman Stanley. **THE MOTION CARRIED.**

UPDATE CIVIL SERVICE COMMISSIONERS BINDERS AS TO:

- 2013 Annual Report
 - a) Receive and file letter to Chairman Stanley from Ergometrics regarding new ECOMM test.
 - b) Receive and file notice from Dr. Diane Karle regarding unavailability to perform psychological evaluations from June 23, 2014 until July 6, 2014.

RECEIVE AND FILE LETTER TO CHAIRMAN STANLEY FROM ERGOMETRICS REGARDING NEW ECOMM TEST

Information on new Ergometrics ECOMM test received and filed.

RECEIVE AND FILE NOTICE FROM DR DIANE KARLE REGARDING UNAVAILABILITY TO PERFORM PSYCHOLOGICAL EVALUATIONS FROM JUNE 23, 2014 UNTIL JULY 6, 2014

Notice from Dr Karle received and filed.

ADJOURNMENT

MOTION

A motion was made by Commissioner Froberg to adjourn the meeting at or about 9:47 a.m., supported by Vice-Chairperson McGee. Meeting adjourned until the Civil Service Commission meeting on Wednesday, June 11, 2014 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