



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, June 12, 2013 - 9:00 A.M.
County Clerk's Conference Room – 1st Floor

AMENDED AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. ADOPTION OF AMENDED AGENDA

4. MINUTES

- a. Approval of the Minutes of the May 8, 2013 Civil Service Commission Meeting

5. PUBLIC PARTICIPATION

6. BUSINESS

- a. Review Civil Service Commission 2013 Budget
- b. Receive and File Budget Resolution to OCE and BOC for Budget Increase **TABLED FROM 5/8/13**
- c. Receive and File 3-year Proposed Budget (2014, 2015, 2016) and supporting email

7. PERSONNEL

- a. Review and approve Secretary Eligibility List (Posting #13-84)
- b. Review and approve Senior Secretary Eligibility List (Posting #13-107)
- c. Review and approve Dispatcher Eligibility List.
- d. Review and approve Corrections Officer Eligibility List.
- e. Review and approve Deputy Eligibility List.
- f. Receive and file Recommendation to Fill Vacant Position and Vacant Position Authorization:
 - Katherine Zaffuto – Secretary (Promotion Effective - 4/19/13) **TABLED FROM 5/8/13**
 - Michael Sekula - Deputy (Promotion Effective - 5/25/13)
 - Samer Kato - Deputy (Promotion Effective - 5/26/13)
- g. Receive and file Termination Form and Vacant Position Authorization:
 - Kevin Brewer – Corrections Deputy (Retired Effective 5/10/13)
 - Dale LaBombard – Corrections Deputy (Resigned Effective 5/29/13)
- h. Review Physical and Psychological Evaluations and Recommend for Hire:
 - Timothy Alter – Corrections Deputy applicant
 - Morgan Cooney – Corrections Deputy applicant
 - Lukas Edringer – Corrections Deputy applicant

- Gary Guarino – Corrections Deputy applicant
 - Jacob Howell - Corrections Deputy applicant
 - Michael Kujawa – Corrections Deputy applicant
 - Anthony Pascaretti – Corrections Deputy applicant
 - John Talos – Corrections Deputy applicant
 - Michael Wouters – Corrections Deputy applicant
- i. Receive and file Request for Physical and Psychological Pre-employment Evaluations for:
- Joseph Barrett – Dispatcher applicant
 - Kristin Phoenix - Dispatcher applicant
 - Stevina Allen – Corrections Deputy applicant
 - Karl Brockdorff - Corrections Deputy applicant
 - David Ealy - Corrections Deputy applicant
 - Kevin Grant - Corrections Deputy applicant
 - Scott Montgomery - Corrections Deputy applicant

8. OLD BUSINESS

- a. Discuss new EMPCO Reading and Writing Corrections Officer examinations procedures that have been implemented.
- Updated Corrections Officer application packets and checklist
 - Updated Civil Service Commission website; including information and link to EMPCO website for applicants to register for testing
 - Notice to applicants regarding EMPCO testing
 - Sample letter sent to applicants affected by new EMPCO testing
 - List of applicants affected by new EMPCO testing
- b. Review and approve payment for Concentra Medical Center for invoice numbers 708550825 (\$78), 708744940 (\$573), 708757470 (\$718) and 708795364 (\$149) for **\$1518.00** for (2) vision and audiogram corrected invoices Mossoian and Holmes and (9) Pre-Employment physical examinations for Cheng, Fraser, Oke, Fortunate, Bennett, Grzech, Deja, LeBeau, and Strassburg and Koehler dated June 6, 2013. **TABLED FROM 5/8/13**
- c. Receive and file letter **adjourning** Appeal and Hearing per PA 298 of 1966 for Deputy Joseph Cada – Termination of Employment - Discharged Effective 3/28/13. Adjourned to July 10, 2013.

9. NEW BUSINESS

- a. Review and approve payment for Michael Vredevoogd PC for invoice number 2013-5 dated June 3, 2013 for \$1,755.00 for nine (9) Pre-employment psychological examinations for Corrections Officer applicants Alter, Cooney, Edringer, Guarino, Howell, Kujawa, Pascaretti, Talos and Wouters.
- b. Review and approve payment for Ergometrics for invoice number 115382 dated 4/29/13 for \$16.09 for test material (Dispatcher Video Test – DVD) and shipping.
- c. Select Commissioner to proctor Thursday, June 20, 2013 Dispatcher Video Test at 9 am at the Macomb County Sheriff's Office Training Room.

10. ADJOURNMENT