



Civil Service Commission

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

COMMISSIONERS

Robert Stanley, Chairman
Diane McGee, Vice-Chair
Carl Seitz, Commissioner

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, July 29, 2015 - 9:00 A.M.
Macomb County Administration Building
Corporation Counsel Library – 8th Floor

MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, July 29, 2015 in the Corporation Counsel Library on the 8th floor of the Macomb County Administration Building. The Vice-Chair called the meeting to order at 9:00 a.m. with the following members present:

Present: Diane McGee, Vice-Chair
Carl Seitz, Commissioner

Absent: Robert Stanley, Chairman

Also Present: John Schapka, Office of Corporation Counsel
Lt. Walt Zimny, Sheriff's Office Representative
Karlyn Semlow, Human Resources and Labor Relations

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Seitz to adopt the Amended Agenda for July 29, 2015, supported by Vice-Chair McGee. **THE MOTION CARRIED**

MINUTES

MOTION

A motion was made by Commissioner Seitz to correct the July 8, 2015 minutes under Old Business to amend the motions made by Commissioner Seitz for both agenda item, and adopt the corrected minutes, supported by Vice-Chair McGee. **THE MOTION CARRIED**

PUBLIC PARTICIPATION

NONE

BUSINESS

REVIEW CIVIL SERVICE COMMISSION 2015 BUDGET

MOTION

A motion was made by Commissioner Seitz to receive and file the 2015 budget report and the Senior Secretary notified the Commission that we will be receiving a credit of \$682.00 from Concentra due to an overcharge for the audiogram portion of the physical which will be used towards outstanding invoices, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DISPATCHER'S ELIGIBILITY LIST

A motion was made by Commissioner Seitz to review and approve the Dispatcher's Eligibility List, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

REVIEW AND APPROVE PROTECTIVE SERVICE OFFICER LEADER ELIGIBILITY LIST

MOTION

A motion was made by Commissioner Seitz to table approval of the above list until Human Resources research to see what budget this position falls under, supported by Vice-Chair McGee. **THE MOTION CARRIED. (TABLED UNTIL 8/12/15)**

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION FORM FOR:

- Angela Kaatz – Dispatcher – Hired Effective 7/19/15

MOTION

A motion was made by Commissioner Seitz to receive and file the above, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

RECEIVE AND FILE REQUEST FOR PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EXAMINATIONS FOR:

- Kelly Harp
- Melody Shurter
- Karen Streiber

MOTION

A motion was made by Commissioner Seitz to receive and file the above, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

RECEIVE AND FILE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL RE-EVALUATIONS FOR:

- Mary Lusk
- Michael Thrower

MOTION

A motion was made by Commissioner Seitz to **AMEND** the agenda for item #7F to "Receive and File the above physical and psychological re-evaluations" rather than "Review and Approve", supported by Vice-Chair McGee. **THE MOTION CARRIED.**

REVIEW AND APPROVE RECOMMENDATIONS TO HIRE FOR:

- Mary Lusk
- Michael Thrower

MOTION

A motion was made by Commissioner Seitz to add item #7G to review and approve recommendation for hire for Mary Lusk, and to deny for hire: Michael Thrower (failed 2nd physical evaluation), supported by Vice-Chair McGee. **THE MOTION CARRIED.**

OLD BUSINESS

NONE

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #15472 IN THE AMOUNT OF 500.00 FOR PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION FOR ANGELA KAATZ.

MOTION

A motion was made by Commissioner Seitz to approve above payment, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

APPROVE RFP TO SEARCH FOR NEW COMPANY TO CONDUCT PROMOTIONAL TESTS.

MOTION

A motion was made by Commissioner Seitz to approve above RFP, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

RECEIVE AND FILE LETTER OF AGREEMENT BETWEEN THE COUNTY OF MACOMB AND POAM REGARDING DISPATCH SUPERVISOR PROMOTION.

MOTION

A motion was made by Commissioner Seitz to receive and file the above, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

ADJOURNMENT

MOTION

A motion was made by Commissioner Seitz to adjourn the meeting at or about 9:44 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, August 12, 2015 at 9 a.m. at the Emergency Services Training Center located at 21901 Dunham Road, Clinton Township. **THE MOTION CARRIED.**

Shirley Maniaci, Senior Secretary to
Macomb County Civil Service Commission

Carmella Sabaugh, Macomb County Clerk