



Civil Service Commission

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

COMMISSIONERS

Robert Stanley, Chairman
Diane McGee, Vice-Chair

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, March 9, 2016 - 9:00 A.M.
Corporation Counsel Library – 8th Floor
Macomb County Administration Building

MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, March 9, 2016 in the Corporation Counsel Library on the 8th floor of the Macomb County Administration 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-Chair

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

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Chairman Stanley to approve the agenda, AS AMENDED TO INCLUDE ITEM 7f, 7g and 9b for March 9, 2016, supported by Chairman Stanley. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Vice-Chair McGee to approve the minutes of February 24, 2016, supported by Chairman Stanley. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

NONE

MOTION TO DEVIATE FROM AGENDA AND PROCEED TO NEW BUSINESS, ADDED ITEM 8B.

NEW BUSINESS

REQUEST FROM SHERIFF'S OFFICE TO ADHERE TO THE COAM CONTRACT AGREEMENT, ARTICLE 11F TO AUTOMATICALLY ADD ELIGIBLE NAMES TO THE HIGHER CLASSIFICATION ELIBILITY LIST FOR SERGEANT, LIEUTENANT AND CAPTAIN.

MOTION

A motion was made by Vice-Chair McGee to approve the request to automatically add eligible names to the Lieutenant and Sergeant's list and to deviate to Personnel, agenda item 7e and added item 7f and 7g, supported by Chairman Stanley. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE CAPTAIN'S ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to add additional eligible names and approve the Captain's Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE COMPUTER MAINTENANCE CLERK #16-00067 ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Computer Maintenance Clerk #16-00067 Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE DISPATCHER'S ELIGIBILITY LIST

MOTION

A motion was made by Vice-Chair McGee to review and approve the Secretary (#16-00039) Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE DEPUTY'S ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE LIEUTENANT'S ELIGIBILITY LIST

MOTION

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

REVIEW AND APPROVE SERGEANT'S ELIGIBILITY LIST

MOTION

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

RECEIVE AND FILE TERMINATION FORMS FOR:

- Michelle Sanborn – Jail Administrator – Retired Effective 4/22/16
- John Shanoski – Corrections Officer – Retired Effective 4/22/16

MOTION

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

RECEIVE AND FILE RECOMMENDATION TO FILL VACANT POSITION FORMS FOR:

- Brandon Jordan - Corrections Officer - Hired Effective 3/14/16
- Carl McWhorter - Corrections Officer - Hired Effective 3/28/16
- Lisa Moss - Corrections Officer - Hired Effective 3/13/16
- Christopher Stimage - Deputy - Promoted Effective 2/25/16

MOTION

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

REVIEW, APPROVE, RECEIVE AND FILE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS AND RECOMMEND FOR HIRE FOR:

- Mariam Aoraha
- Lauren Howe
- Allison Saumier

MOTION

A motion was made by Vice-Chair McGee to review, approve, receive and file the evaluations and to recommend for hire all the above, supported by Chairman Stanley. **THE MOTION CARRIED.**

OLD BUSINESS

DISCUSS THE FACT THAT CANDIDATES WHO HAVE TURNED DOWN AN OFFER OF EMPLOYMENT WILL HAVE TO RETAKE THE PHYSICAL AND PSYCHOLOGICAL EVALUATIONS IF THE OFFER OF EMPLOYMENT WILL BE PRESENTED AGAIN AFTER SOME TIME, OR BE REMOVED FROM THE ELIGIBILITY LIST AND WILL HAVE TO REAPPLY (TABLED FROM 2/24/16)

MOTION

A motion was made by Chairman Stanley to keep names on the eligibility list unless a request is made to remove the names, and any applicants that have turned down a job offer and have taken a physical and psychological exam will have to retest if the exams are more than a year old if a re-offer is made.

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #15806 DATED 2/23/16 IN THE AMOUNT OF \$500.00 AND INVOICE #15808 DATED 3/1/16 IN THE AMOUNT OF \$1,000.00 FOR PSYCHOLOGICAL EVALUATION FOR:

- Carl McWhorter – Corrections Officer
- Lauren Howe – Dispatcher
- Allison Saumier – Dispatcher

MOTION

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

CONTRACT LANGUAGE FOR SERGEANTS AND LIEUTENANTS PROMOTIONS.

According to the CBA, request to be placed on the eligibility list for Sergeant and Lieutenant does not require a letter. Upon completion of the six month probationary period, members will automatically be added to the list.

ADJOURNMENT

MOTION

A motion was made by Chairman Stanley to adjourn the meeting at or about 9:55 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting on Wednesday, March 23, 2016 at 9 a.m. at the Macomb County Administration Building, Corporation Counsel Library on the 8th floor. **THE MOTION CARRIED.**

Shirley Maniaci, Senior Secretary to
Macomb County Civil Service Commission

Carmella Sabaugh, Macomb County Clerk