



# Civil Service Commission

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

## COMMISSIONERS

Robert Stanley, Chairman  
Diane McGee, Vice-Chair  
Ronald Geml, Commissioner

Karen A. Spranger  
Macomb County Clerk

## **OFFICIAL MINUTES OF THE MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING**

Wednesday, December 20, 2017 - 9:00 A.M.  
Corporation Counsel Library– 8th Floor  
Macomb County Administration Building  
1 S. Main Street, Mount Clemens, 48043

### MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, December 20, 2017 in the Corporation Counsel Library on the 8<sup>th</sup> Floor of the Administration Building at 1 S. Main Street, Mt. Clemens. The Chairman called the meeting to order at 9:03 a.m. with the following members present:

Present: Robert Stanley, Chairman  
Ronald Geml, Commissioner  
Diane McGee, Vice-Chair

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

### **ADOPTION OF AGENDA**

#### **MOTION**

A motion was made by Commissioner Geml to adopt the agenda for December 20, 2017, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

#### **MINUTES**

#### **MOTION**

A motion was made by Commissioner Geml to approve the meeting minutes of December 6, 2017, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

### **PUBLIC PARTICIPATION**

NONE

## **BUSINESS**

### **REVIEW AND APPROVE 2017 CIVIL SERVICE COMMISSION BUDGET.**

#### **MOTION**

A motion was made by Commissioner Geml to approve the 2017 budget, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

## **PERSONNEL**

### **REVIEW AND APPROVE CORRECTIONS DEPUTY ELIGIBILITY LIST.**

#### **MOTION**

A motion was made by Vice-Chair McGee to approve the Corrections Deputy Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE DISPATCHER ELIGIBILITY LIST.**

#### **MOTION**

A motion was made by Vice-Chair McGee to approve the Dispatcher Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE LE SERGEANT ELIGIBILITY LIST.**

#### **MOTION**

A motion was made by Vice-Chair McGee to approve the LE Sergeant Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE LIEUTENANT ELIGIBILITY LIST.**

#### **MOTION**

A motion was made by Vice-Chair McGee to approve the Lieutenant Eligibility List, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **RECEIVE AND FILE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL REQUEST FOR:**

- Katie Kirkpatrick                      Dispatcher

#### **MOTION**

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

### **RECEIVE AND FILE MEMO FROM UNDERSHERIFF DARGA AND RECOMMENDATION TO FILL VACANT POSITION FORM FOR:**

- Brian Bush                                      Corrections Deputy                      Hired Effective December 28, 2017

#### **MOTION**

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

**RECEIVE AND FILE TERMINATION FORM AND LETTER FROM:**

- William Eisenhardt Deputy Resigned Effective January 4, 2018

**MOTION**

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

**RECEIVE AND APPROVE PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATIONS AND RECOMMEND TO HIRE:**

- Sean Cahill Dispatcher
- Bryan Hanson Corrections Deputy
- Adam Mayes Corrections Deputy
- Ashley Monterosso Dispatcher
- Kevin Smith Corrections Deputy
- Kyle Smith Corrections Deputy
- Parker Wagner Corrections Deputy
- Anna Valentic Corrections Deputy
- Katie Welk Dispatcher

**MOTION**

A motion was made by Vice-Chair McGee to approve the above for hire except for Sean Cahill and Anna Valentic who failed their psychological evaluation and a memo was sent to MCSO and appeal letters were sent to Cahill and Valentic, supported by Commissioner Geml. **THE MOTION CARRIED.**

**OLD BUSINESS**

NONE

**NEW BUSINESS**

**REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #16964, INVOICE #16965 DATED 12/12/17, INVOICE #16970 DATED 12/14/17, INVOICE #16978 DATED 12/18/17 IN THE AMOUNT OF \$500.00, \$1,170.00, \$1,500.00, AND \$500.00 TOTALING \$3,670.00 FOR PSYCHOLOGICAL EVALUATIONS FOR:**

- Katie Welk
- Sean Cahill
- Anna Valentic
- Ashley Monterosso
- Parker Wagner
- Kevin Smith
- Kyle Smith

**MOTION**

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

**REVIEW AND APPROVE PAYMENT TO EMPCO, INVOICE #4182 DATED 12/1/17 IN THE AMOUNT OF \$1,020.00 FOR THE REMAINDER OF THE DISPATCH SUPERVISOR WRITTEN EXAM HELD NOVEMBER 17, 2017.**

**MOTION**

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

**REVIEW AND APPROVE PAYMENT TO CONCENTRA, INVOICE #711809664 DATED 11/6-11/29/2017 IN THE AMOUNT OF \$763.00 FOR PHYSICAL EVALUATIONS FOR:**

- Bartosz Nowak
- Parker Wagner
- Sean Cahill
- Kevin Smith
- Anna Valentic
- Katelyn Welk
- Ashley Monterosso

**MOTION**

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

**REVIEW AND APPROVE PAYMENT FOR PRINTER FOR THE CIVIL SERVICE COMMISSION SENIOR SECRETARY.**

**MOTION**

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

**REVIEW THE CRITERIA TO TRANSFER TO ANOTHER COUNTY FOR PRIOR CORRECTIONS OFFICER AND LAW ENFORCEMENT.**

**MOTION**

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

**REVIEW AND APPROVE MEETING DATES FOR 2018.**

**MOTION**

A motion was made by Vice-Chair McGee to change the November 14<sup>th</sup> meeting to November 7<sup>th</sup> per Chairman Stanley's request and approve all the other dates, supported by Commissioner Geml. **THE MOTION CARRIED.**

**ADJOURNMENT**

**MOTION**

A motion was made by Commissioner Geml to adjourn the meeting at 9:47 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting of Wednesday, January 10, 2018 at 9 a.m. Location is pending. **THE MOTION CARRIED.**

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Shirley Maniaci, Senior Secretary  
Macomb County Clerk's Office

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Karen A. Spranger, Macomb County Clerk