



Civil Service Commission

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

Commissioners

Robert Stanley
Diane McGee
William A. Froberg

Carmella Sabaugh
Macomb County Clerk

MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING

Wednesday, February 9, 2011

The Macomb County Civil Service Commission held their meeting on Wednesday, February 9, 2011 in the Court Administration Conference Room D on the 5th floor of the Circuit Court Building. The Chairman called the meeting to order at 9:10 a.m. with the following members present:

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

Also present:

Lt. Greg Stone, Sheriff's Office
Lisa Weber, Human Resources
James Meyerand, Assistant Corporation Counsel

AGENDA

MOTION

A motion was made by Commissioner Froberg, to approve the agenda, **AS AMENDED, TO INCLUDE 6c and 8b**, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Commissioner Froberg, to approve the January 19, 2011 meeting minutes, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

None

BUSINESS

REVIEW CIVIL SERVICE BUDGET

MOTION

A motion was made by Vice-Chair McGee, to receive and file the Civil Service budget, supported by Commissioner Froberg. **THE MOTION CARRIED.**

COMMISSION TO SIGN RETIREMENT LETTER

Commission signed retirement letter to Randell Hoerauf.

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Unofficial Minutes of the Macomb County Civil Service Commission Meeting, February 9, 2011 at 9:00 a.m. held at Macomb County Circuit Court, 5th Floor Court Administration Conference Room D, 40 N. Main Street, Mount Clemens, MI 48043.
These minutes may be amended and remain unofficial until formally adopted by the commission at a meeting.

REVIEW MEMO FROM LT. STONE REGARDING MEDICAL EXAMINATION

Chair Stanley asked to table this item until the March 9, 2011 meeting. Commissioner Froberg asked the secretary to contact St. John Occupational Health Partners to see if a representative can attend the next meeting. Chair Stanley asked for this item to be placed on the next agenda and also to obtain a copy of the MCOLES Employment Standards to have available at the next meeting. James Meyerand, Assistant Corporation Counsel stated that if they can't come to the next meeting, they should just contact Chair Stanley. Counsel then asked the Commission if they would like him to just contact St. John Occupational Health Partners to see if they could possibly have a representative attend the March meeting. The board concurred.

PERSONNEL

MOTION

A motion was made by Commissioner Froberg, to receive and file memos regarding Physical examinations and Psychological evaluations of the following:

- Aaron Eckhout Corrections Officer
- Michael Kiefer III Corrections Officer
- Robert Lockaby Corrections Officer

supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MOTION

A motion was made by Vice-Chair McGee, to approve physical examination and psychological evaluation test results of the following:

- Aaron Eckhout Corrections Officer
- Michael Kiefer III Corrections Officer

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

MOTION

A motion was made by Vice-Chair McGee, to table approval of the Physical examination and Psychological evaluation test results of the following until the March 9, 2011 meeting:

- Robert Lockaby Corrections Officer

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

MOTION

A motion was made by Vice-Chair McGee, to receive and file memo regarding Retirement of Deputy Randell Hoerauf, supported by Commissioner Froberg. **THE MOTION CARRIED.**

MOTION

A motion was made by Commissioner Froberg, to approve the Corrections Officer Eligibility list dated February 9, 2011, supported by Vice-Chair McGee. **THE MOTION CARRIED.** Applications and eligibility list will be forwarded to the Sheriff's Office.

MOTION

A motion was made by Vice-Chair McGee, to approve the Deputy Sheriff Eligibility list dated February 9, 2011, supported by Commissioner Froberg. **THE MOTION CARRIED.**

INVOICES

MOTION

A motion was made by Commissioner Froberg, to approve payment to Michael Vredevoogd, P.C. for Invoice #2011-1 dated 01/31/11 in the amount of \$585.00 for psychological evaluations for Aaron Eckhout, Michael Kiefer III and Robert Lockaby (Corrections Officers), supported by Vice-Chair McGee. **THE MOTION CARRIED.**

MOTION

A motion was made by Commissioner Froberg, to approve payment to Ergometrics for Invoice #108915 dated 01/14/11 in the amount of \$25.00 for scoring services for dispatcher testing taken on December 16, 2010, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

NEW BUSINESS

Commissioner Froberg complimented secretary on the great job of putting the Civil Service Commission binders together. Counsel indicated that the FOIA section should reflect that the office of Corporation Counsel is the designated FOIA coordinator for the County of Macomb. Any items received through FOIA should be forwarded to the Office of Corporation Counsel.

Lisa Weber, Human Resources, asked to have MCOLES Employment Standards added to the new binders.

James Meyerand, Assistant Corporation Counsel spoke regarding an appeal letter that he received from Deputy Raymond Springer regarding L.E. Sgt.1 test results. A letter of appeal from Mr. Springer was received by the Civil Service secretary the afternoon of February 8, 2011. Secretary also received a phone call from Mr. Springer inquiring if his appeal letter had been received in the office via U.S. mail. Secretary informed him that she had just opened his letter a few minutes before he called. He indicated to the secretary that he wishes to withdraw his request for an appeal and asked the secretary not to place it on the agenda for the next meeting. Secretary honored his wishes.

MOTION

A motion was made by Vice-Chair McGee, to add the appeal letter to the next meeting's agenda, supported by Commissioner Froberg. Counsel also suggested that the board add to the motion that no information regarding test scores should ever be disclosed to any person. **THE MOTION CARRIED.**

ADJOURNMENT

MOTION

A motion was made by Commissioner Froberg, to adjourn the meeting at 10:20 a.m., supported by Vice-Chair McGee, until the next meeting of Wednesday, March 9, 2011 at 9:00 a.m. in Court Administration Conference Room D on the 5th floor of the Macomb County Circuit Court Building. **THE MOTION CARRIED.**



Kim Cady, Administrative Secretary

Carmella Sabaugh, Macomb County Clerk