



# Civil Service Commission

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

## COMMISSIONERS

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

Carmella Sabaugh  
Macomb County Clerk

## **MACOMB COUNTY CIVIL SERVICE COMMISSION MEETING**

Wednesday, July 9, 2014 - 9:00 A.M.  
County Clerk's Conference Room – 1<sup>st</sup> Floor

### MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, June 11, 2014 in the County Clerk's Conference Room on the 1st floor of the Macomb County Circuit Court Building. The Chairman called the meeting to order at 9:00 a.m. with the following members present:

Present: Robert Stanley, Chairman  
William Froberg, Commissioner

Also present: Orletta Cross, Human Resources and Labor Relations  
John Schapka, Office of Corporation Counsel  
Lt. Walter Zimny, Sheriff's Office Representative

Absent: Diane McGee, Vice-Chair

### **ADOPTION OF AMENDED AGENDA**

#### **MOTION**

A motion was made by Commissioner Froberg to adopt the Amended Agenda for July 9, 2014, supported by Chairman Stanley. **THE MOTION CARRIED**

#### **MINUTES**

#### **MOTION**

A motion was made by Chairman Stanley to approve the minutes of June 11, 2014, supported by Commissioner Froberg. **THE MOTION CARRIED**

#### **MOTION**

A motion was made by Commissioner Froberg to approve the minutes of June 24, 2014, supported by Chairman Stanley. **THE MOTION CARRIED**

### **PUBLIC PARTICIPATION**

None

## **BUSINESS**

### **REVIEW CIVIL SERVICE COMMISSION 2014 BUDGET**

#### **MOTION**

A motion was made by Chairman Stanley to receive and file the 2014 budget report, supported by Commissioner Froberg. **THE MOTION CARRIED.**

## **PERSONNEL**

### **REVIEW AND APPROVE CAPTAIN'S ELIGIBILITY LIST**

#### **MOTION**

A motion was made by Commissioner Froberg to review and approve the Captain's Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

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

#### **MOTION**

A motion was made by Commissioner Froberg to review and approve the Deputy Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE CORRECTIONS OFFICER ELIGIBILITY LIST**

#### **MOTION**

A motion was made by Commissioner Froberg 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 Chairman Stanley to review and approve the Dispatcher's Eligibility List, supported by Commissioner Froberg. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE COMPUTER MAINTENANCE CLERK ELIGIBILITY LIST FOR SHERIFF'S DEPARTMENT**

#### **MOTION**

A motion was made by Commissioner Froberg to review and approve the Computer Maintenance Clerk Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

### **RECEIVE AND FILE VACANT POSITION AUTHORIZATION, RECOMMENDATION TO FILL AUTHORIZATION AND TERMINATION FORMS FOR**

- Justin Locke – Sergeant-1 – Promoted Effective June 5, 2014
- John Rollo - Lieutenant– Promoted Effective June 5, 2014
- Melissa Stevens – Sergeant – Promoted Effective June 5, 2014
- Philip Verniers – Deputy – Retired Effective July 11, 2014
- Jennifer Wardell – Corrections Deputy – Resigned Effective July 14, 2014

#### **MOTION**

A motion was made by Chairman Stanley to receive and file the authorization and termination forms, and recommendation to fill authorization for the above, supported by Commissioner

**REVIEW PRE-EMPLOYMENT PHYSICAL EXAMINATION RESULTS AND RECOMMENDATION FOR HIRE (TABLED FROM JUNE 11, 2014)**

- Jeremiah Fifield – Corrections Officer
- Justin Jankowski – Corrections Officer
- Melanie Kolomjec - Corrections Officer
- Jonathon Segó - Corrections Officer

**MOTION**

A motion was made by Commissioner Froberg to forward a Recommendation to Hire the above listed Corrections Officers, supported by Chairman Stanley. **THE MOTION CARRIED.**

**RECEIVE AND FILE REQUESTS FOR PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATIONS AND REVIEW EXAMINATION RESULTS AND RECOMMENDATION FOR HIRE FOR**

- Beverly Dancey – Dispatcher
- Emily Hulbert – Dispatcher
- Destini Staffney – Dispatcher
- Jacob Stark – Dispatcher

**MOTION**

A motion was made by Chairman Stanley to receive and file request for pre-employment physical and psychological evaluations, and to forward a Recommendation to Hire the above listed Dispatchers, supported by Commissioner Froberg. **THE MOTION CARRIED.**

**RECEIVE AND FILE REQUESTS FOR PRE-EMPLOYMENT PHYSICAL AND PSYCHOLOGICAL EVALUATIONS FOR**

- Carly Allen – Corrections Deputy
- Teresa Deroy – Dispatcher
- Derrick Jones - Dispatcher
- Jessica Piper – Dispatcher
- Angela Salisbury - Dispatcher
- Nicholas Scardino – Corrections Deputy
- Jared Suminski – Corrections Deputy
- Brad Yadon - Corrections Deputy
- Daniel Zaliwski - Corrections Deputy

**MOTION**

A motion was made by Commissioner Froberg to receive and file requests for pre-employment physical and psychological evaluations, supported by Chairman Stanley. **THE MOTION CARRIED.**

**OLD BUSINESS**

**REVIEW AND APPROVE PAYMENT TO CONCENTRA HEALTH CENTERS, INVOICE #709564933 DATED MAY 20, 2014 FOR PRE-EMPLOYMENT PHYSICAL EXAMS FOR JEREMIAH FIFIELD IN THE AMOUNT OF \$89.00 (TABLED FROM JUNE 11, 2014)**

**MOTION**

A motion was made by Commissioner Froberg to approve payment for the above invoice in the amount of \$89.00, supported by Chairman Stanley. **THE MOTION CARRIED.**

## **NEW BUSINESS**

**REVIEW AND APPROVE PAYMENT TO CONCENTRA HEALTH CENTERS, INVOICE #709604610 DATED JUNE 14, 2014, INVOICE #709619259 DATED JUNE 18-21, 2014, INVOICE #709618514 DATED 6/20/14, AND INVOICE #709579592 DATED MAY 28-30, 2014 FOR PRE-EMPLOYMENT PHYSICAL EXAM FOR DESTINI STAFFNEY, BEVERLY DANCEY, EMILY HULBERT, JACOB STARK, MELANIE KOLOMJEK, JUSTIN JANKOWSKI AND JONATHON SEGO IN THE AMOUNT OF \$30.00, \$300.00, \$120.00, AND \$267.00.**

### **MOTION**

A motion was made by Commissioner Froberg to approve payment to Concentra for the above invoices totaling \$717.00, supported by Chairman Stanley. **THE MOTION CARRIED.**

**REVIEW AND APPROVE PAYMENT TO ERGOMETRICS, INVOICE #119023 DATED 6/30/14 IN THE AMOUNT OF \$15.15 FOR ADDITIONAL ANSWER SHEETS.**

### **MOTION**

A motion was made by Commissioner Froberg to approve payment to Ergometrics for the above invoices in the amount of \$15.15, supported by Chairman Stanley. **THE MOTION CARRIED.**

**REVIEW AND APPROVE PAYMENT FOR DR. KARLE, INVOICE #2014-8 DATED 7/3/14 IN THE AMOUNT OF \$975.00 FOR PSYCHOLOGICAL EXAMS FOR BEVERLY DANCEY, EMILY HULBERT, DESTINI STAFFNEY, JACOB STARK, AND JESSICA PIPER**

### **MOTION**

A motion was made by Commissioner Froberg to approve payment to Dr. Karle for the above invoice in the amount of \$975.00, supported by Chairman Stanley. **THE MOTION CARRIED.**

**REVIEW AND APPROVE PURCHASE OF 2013 MANAGEMENT AND SUPERVISION OF LAW ENFORCEMENT PERSONNEL, FIFTH EDITION FOR CORRECTIONS-SGT. 1 TESTING FOR \$60.44.**

### **MOTION**

A motion was made by Chairman Stanley to approve purchase of the above book in the amount of \$60.44, supported by Commissioner Froberg. **THE MOTION CARRIED.**

## **ADJOURNMENT**

### **MOTION**

A motion was made by Chairman Stanley to adjourn the meeting at or about 9:35 a.m., supported by Commissioner Froberg. Meeting adjourned until the Civil Service Commission Special Meeting on Wednesday, August 13, 2014 at 9 a.m. in the County Clerk's Conference Room on the 1<sup>st</sup> Floor of the Macomb County Circuit Court Building. **THE MOTION CARRIED.**

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Shirley Maniaci, Senior Secretary to  
Macomb County Civil Service Commission

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Carmella Sabaugh, Macomb County Clerk