



# Civil Service Commission

Macomb County Sheriff's Office  
40 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, April 5, 2017 - 9:00 A.M.  
Corporation Counsel Library – 8<sup>th</sup> Floor  
Macomb County Administration Building

### MINUTES

The Macomb County Civil Service Commission held their Regular Meeting on Wednesday, April 5, 2017, in the Corporation Counsel Library on the 8th floor of the Macomb County Administration Building. The Chairman called the meeting to order at 9:05 a.m. with the following members present:

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

Also Present: John Schapka, Office of Corporation Counsel  
Sgt. Philip Abdo, Sheriff's Office Representative

Absent: Amy Lumetta, Human Resources and Labor Relations

### **ADOPTION OF AMENDED AGENDA**

#### **MOTION**

A motion was made by Commissioner Geml to adopt the agenda as amended on April 5, 2017 to amend item 7f and add item 9b, supported by Vice-Chair McGee. **THE MOTION CARRIED.**

### **MINUTES**

#### **MOTION**

A motion was made by Vice-Chair McGee to approve the meeting minutes of March 22, 2017, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **PUBLIC PARTICIPATION**

None

## **BUSINESS**

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

#### **MOTION**

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

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

#### **MOTION**

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

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

#### **MOTION**

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

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

- |                    |                    |                                     |
|--------------------|--------------------|-------------------------------------|
| • Christel Demaris | Dispatcher         | Hired Effective April 24, 2017      |
| • Michael Kujawa   | Corrections Deputy | Terminated Effective March 16, 2017 |

#### **MOTION**

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

### **REVIEW AND APPROVE PRE-EMPLOYMENT PHYSICAL EVALUATION:**

- |                 |                    |               |
|-----------------|--------------------|---------------|
| • Zachary Terry | Corrections Deputy | Retest Vision |
|-----------------|--------------------|---------------|

#### **MOTION**

A motion was made by Vice-Chair McGee to approve Zachary Terry's vision retest, supported by Commissioner Geml. **THE MOTION CARRIED.**

## **OLD BUSINESS**

### **REVIEW AND APPROVE “NUMBER OF CANDIDATES ON ELIGIBILITY LIST” TO BE SENT TO THE JPS COMMITTEE.**

#### **MOTION**

A motion was made by Vice-Chair McGee to send the numbers for the eligibility list for each pay scale, supported by Commissioner Geml. **THE MOTION CARRIED.**

### **REVIEW AND APPROVE CHANGES TO THE “REQUIRED DOCUMENTS RECEIPT” PAGE FROM THE APPLICATION TO REFLECT ACCEPTING DD214S WITH SEPARATION STATUS AS HONORABLE OR GENERAL UNDER HONORABLE DISCHARGE.**

#### **MOTION**

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

## **NEW BUSINESS**

### **REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #16425, DATED 3/16/17 IN THE AMOUNT OF \$500.00 FOR PRE-EMPLOYMENT PSYCHOLOGIST EXAMINATION FOR:**

- Christel Demaris                      Dispatcher

#### **MOTION**

A motion was made by Vice-Chair McGee **TABLE** this payment until amount can be verified and corrected, supported by Commissioner Geml. **THE MOTION CARRIED. (TABLED)**

### **SELECT A PROCTOR FOR THE DISPATCHER VIDEO EXAM ON APRIL 18, 2017**

Vice-Chair McGee agreed to proctor the video exam.

## **ADJOURNMENT**

#### **MOTION**

A motion was made by Commissioner Geml to adjourn the meeting at 9:32 a.m., supported by Vice-Chair McGee. Meeting adjourned until the Civil Service Commission Meeting of Wednesday, April 19, 2017 at 9 a.m. at the Macomb County Administration Building, Corporation Counsel Library on the 8<sup>th</sup> floor. **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