



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 6, 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 6, 2017 in the Corporation Counsel Library on the 8th Floor of the Administration Building at 1 S. Main Street, Mt. Clemens. The Chairman called the meeting to order at 9:00 a.m. with the following members present:

Present: Robert Stanley, Chairman
Ronald Geml, Commissioner

Absent: Diane McGee, Vice-Chair

Also Present: Lt. Rob Doherty, Sheriff's Office Representative
Peter Jensen, Office of Corporation Counsel
Karlyn Semlow, Human Resources and Labor Relations

ADOPTION OF AMENDED AGENDA

MOTION

A motion was made by Commissioner Geml to adopt the agenda as amended on December 6, 2017 to add the Dispatch Supervisor Elist to #7, supported by Chairman Stanley. **THE MOTION CARRIED.**

MINUTES

MOTION

A motion was made by Commissioner Geml to approve the meeting minutes of November 21, 2017, supported by Chairman Stanley. **THE MOTION CARRIED.**

PUBLIC PARTICIPATION

NONE

BUSINESS

REVIEW AND APPROVE 2017 CIVIL SERVICE COMMISSION BUDGET TABLED FROM NOVEMBER 21, 2017.

MOTION

A motion was made by Commissioner Geml to approve the 2017 budget, supported by Chairman Stanley. **THE MOTION CARRIED.**

PERSONNEL

REVIEW AND APPROVE CORRECTIONS DEPUTY ELIGIBILITY LIST.

MOTION

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

REVIEW AND APPROVE LE SERGEANT 1 NON-EXPIRING ELIGIBILITY LIST.

MOTION

A motion was made by Commissioner Geml to approve the LE Sergeant 1 Non-expiring Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE DISPATCH SUPERVISOR ELIGIBILITY LIST.

MOTION

A motion was made by Commissioner Geml to approve the Dispatch Supervisor Eligibility List, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE MEMO FROM UNDERSHERIFF DARGO AND RECOMMENDATION TO FILL VACANT POSITION FORMS FOR:

- | | | |
|-----------------|--------------------|-----------------------------------|
| • William Hoppe | Corrections Deputy | Hired Effective December 11, 2017 |
| • Jan Jones | Dispatcher | Hired Effective December 11, 2017 |
| • Bartosz Nowak | Corrections Deputy | Hired Effective December 10, 2017 |
| • Ariel Simpson | Dispatcher | Hired Effective December 10, 2017 |

MOTION

A motion was made by Commissioner Geml to receive and file the above, supported by Chairman Stanley. **THE MOTION CARRIED.**

RECEIVE AND FILE TERMINATION FORMS AND LETTER FROM:

- | | | |
|-------------------|------------|--------------------------------------|
| • Scott Maynard | Dispatcher | Resigned Effective November 20, 2017 |
| • Michael Santini | Deputy | Retired Effective December 28, 2017 |
| • Gregory Tench | Deputy | Retired Effective January 12, 2018 |

MOTION

A motion was made by Commissioner Geml to receive and file the above, supported by Chairman Stanley. **THE MOTION CARRIED.**

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

- Timothy Niedling Corrections Deputy

OLD BUSINESS

NONE

NEW BUSINESS

REVIEW AND APPROVE PAYMENT TO PSYBUS, INVOICE #16913 DATED 11/24/17 IN THE AMOUNT OF \$500.00 FOR:

- Timothy Niedling

MOTION

A motion was made by Commissioner Geml to approve the above payment, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVE PAYMENT TO ERGOMETRICS, INVOICE #130367 DATED 11/30/17 IN THE AMOUNT OF \$60.00 FOR DISPATCHER VIDEO EXAM ON NOVEMBER 28, 2017.

MOTION

A motion was made by Commissioner Geml to approve the above payment, supported by Chairman Stanley. **THE MOTION CARRIED.**

REVIEW AND APPROVED PAYMENT TO CONCENTRA, INVOICE #711758144 DATED 8/30-10/30/2017 IN THE AMOUNT OF \$109.00, INVOICE #711758167 DATED 10/6-10/31/2017 IN THE AMOUNT OF \$872.00 FOR PHYSICAL EVALUATIONS FOR:

- Adam Mayes
- Calvin Sheridan
- William Hoppe
- Stephan Charlie
- Steve Brandon Jr
- Ariel Simpson
- Jan Jones
- Brian Bush
- Timothy Niedling

MOTION

A motion was made by Commissioner Geml to approve the above payment, supported by Chairman Stanley. **THE MOTION CARRIED.**

DISCUSS DISPATCH SUPERVISOR ELIGIBILITY LIST.

MOTION

A motion was made by Commissioner Geml to approve the new components for the Dispatch Supervisor promotional exam per CBA contract that was just approved, supported by Chairman Stanley. **THE MOTION CARRIED.**

DISCUSS WORK LOCATION FOR THE CIVIL SERVICE COMMISSION SENIOR SECRETARY.

MOTION

A motion was made by Commissioner Geml to immediately place the Senior Secretary in the work station that was originally designated for her on the floor plan of the Talmer Building prior to Clerk Spranger taking office, supported by Chairman Stanley. **THE MOTION CARRIED.**

ADJOURNMENT

MOTION

A motion was made by Commissioner Geml to adjourn the meeting at 10:45 a.m., supported by Chairman Stanley. Meeting adjourned until the Civil Service Commission Meeting of Wednesday, December 20, 2017 at 9 a.m. in the Corporation Counsel Library, 8th floor, 1 S. Main Street, Mt. Clemens. **THE MOTION CARRIED.**

Shirley Maniaci, Senior Secretary
Macomb County Clerk's Office

Karen A. Spranger, Macomb County Clerk