



MINUTES
CIVIL SERVICE COMMISSION
THURSDAY, AUGUST 31, 2017

A meeting of the Civil Service Commission was held Thursday, August 31, 2017. Chairperson Dolores Rodriguez called the meeting to order at 4:00 pm, at the Commissioner's Room located at 118 South Cage Blvd., 2nd Floor, Pharr, Texas.

MEMBERS PRESENT: Chairperson, Dolores Rodriguez
 Vice-Chairperson, Mario Lizcano
 Board Member, Vittorio Puente

STAFF PRESENT: Civil Service / HR Director, Anali Alanis
 Civil Service / HR Coordinator, Bea Fuentes
 Asst. Fire Chief, Eloy Salazar

ITEM 1 CALL MEETING TO ORDER

Chairperson Rodriguez called the meeting to order.

**ITEM 2 ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF
ANY ABSENT MEMBER OF THE CIVIL SERVICE COMMISSION**

Roll call established a quorum.

ITEM 3 PUBLIC COMMENTS

None

ITEM 4 CONSIDERATION AND ACTION, IF ANY, ON MINUTES FOR MAY 22, 2017.

Vice-Chairperson Lizcano moved to approve minutes as submitted. Chairperson Rodriguez seconded the motion and when put to a vote, it carried unanimously.

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ITEM 4 (B) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR FIREFIGHTER ON SATURDAY, AUGUST 12, 2017.

Mrs. Anali Alanis stated that there were 89 total applicants, 74 that tested and 41 that passed.

Vice-Chairperson Lizcano questioned if applicants were provided with study books for the exam due to the large number of applicants and those that showed on the day of the exam.

Mrs. Alanis informed the Commission of the process of providing entry level peace officer applicants study guides for guidance.

Mr. Lizcano requested that notice be provided to the Commission on any testing as well as a copy of study material.

Vice-Chairperson Lizcano moved to approve item. Board member Puente seconded the motion and when put to a vote, it carried unanimously.

ITEM 4 (C) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE ELIGIBILITY LIST CREATED FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR FIREFIGHTER ON SATURDAY, AUGUST 12, 2017.

Mr. Lizcano asked for the number of vacant positions.

Mrs. Alanis informed the Commission of (2) two current vacant positions and the possibility of an additional (2) two vacancies in the near future due to internal changes in the Fire Department regarding the Fire Inspector positions.

Mr. Lizcano requested Assistant Fire Chief Salazar address the Commission in regards to the testing process and the cost involved in providing promotional exams.

Asst. Chief Salazar explained the changes that transpired within the Fire department to accommodate the need for Fire Inspectors with Engineers and the vacancy of the Engineers created in doing so.

Vice-Chairperson Lizcano moved to approve item as submitted. Board Member Puente seconded the motion and when put to a vote, it carried unanimously.

ITEM 5 ADMINISTRATIVE REPORTS

Asst. Chief Salazar invited the Commission to the agility exam scheduled at Fire Station #1 for the position of entry level firefighter. Chief Salazar also briefed the Commission on the 5 firefighters on the medical task force that were deployed to assist with the hurricane Harvey critically ill patients.

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Mr. Lizcano questioned the number of individuals that tested for the promotional exam and the cost associated with the exam.

Mrs. Alanis has informed the commission of the estimated cost per exam and the process of providing study material to the applicants.

Mr. Lizcano has requested the plan of action on those requesting FMLA and the city honoring the time without jeopardizing the service and safety of the citizens.

Chief Salazar has briefed the commission on the number of fire personnel at the stations and shifts to assure of their compliance to provide safety to the citizens of Pharr.

Mr. Lizcano requested status on the building / remodeling of the fire station and their roles if any regarding such should the citizens have questions or concerns.

ITEM 6 CIVIL SERVICE COMMENTS

None

ITEM 7 CIVIL SERVICE DIRECTORS REPORT

None

ITEM 8 EXECUTIVE SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE CIVIL SERVICE BOARD OF COMMISSIONERS HEREBY GIVES NOTICE THAT IT MAY MEET IN EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA, INCLUDING ITEM(S) 3-8 IN ACCORDANCE WITH THE FOLLOWING PURSUANT TO SECTION 551.071, 551.074, 551.075, 551.076 AND 551.084

None

ITEM 9 RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN EXECUTIVE SESSION.

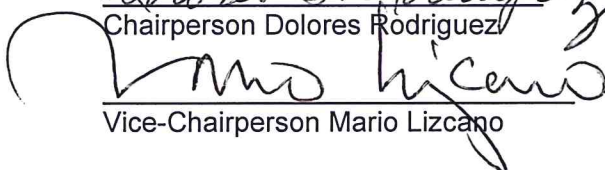
None

ITEM 10 ADJOURNMENT

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There being no further business to come before, Vice-Chairperson Lizcano **moved** to adjourn. It was seconded by Board Member Puente and when put to a vote the motion carried unanimously. Meeting adjourned at 4:25 pm.


Chairperson Dolores Rodriguez


Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente