



MINUTES
CIVIL SERVICE COMMISSION
TUESDAY, OCTOBER 30, 2018

A meeting of the Civil Service Commission was held Tuesday, October 30, 2018. 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: Interim City Manager, Ed Wylie
Civil Service / HR Director, Anali Alanis
Civil Service / HR Coordinator, Bea Fuentes
Interim Police Chief, Joe Luengo
Fire Chief, Lenny Perez

ITEM 1 CALL MEETING TO ORDER

Chairperson Rodriguez called the meeting to order.

- (a) **ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE CIVIL SERVICE COMMISSION**
Roll call established a quorum.

ITEM 2 PUBLIC COMMENTS

Dr. KC Fletcher commented that he is still trying to live in peace. He presented a picture of how close the trucks get to the fire lane at Costco. It was only recent that the curb at Costco was painted red over the white writing due to Intl. Fire Code 2012-503.3, where you must have the proper wording, or else you cannot adjudicate, and violators can get out of a ticket. It took months of stalling on purpose in his opinion, but the truck in the picture is still parked there and its 26' closer to his house. It is no fault of the Civil Service Commission or of Dr. Fletcher that Costco was allowed to put the loading dock only approx. 184' from the houses; therefore, they have noise, light and vibration in their homes, but that is the situation. It would be much appreciated if at least the Fire lane would be enforced. PD has been doing a really good job enforcing that, but Dr. Fletcher is having trouble getting a report from the Fire Department on the individual that came out to inspect. Dr. Fletcher has a complaint about the leadership at the Fire Department, it seems like they are out there telling Costco they can do certain things that are illegal, parking partially in the fire lane and Dr. Fletcher cannot get any information saying whether he is wrong or right. Dr. Fletcher wants that report, he has a PIR back saying that he has to write another PIR. Dr. Fletcher assures that the next person the City of Pharr will hear from is the Attorney General because more than 10 business days is a lapse. Dr. Fletcher thinks that the Costco truck driver or receiving staff are responsible for their fire lane but it's a public easement under the jurisdiction of the City of Pharr. All over the city there are problems with the fire lane, if you don't put appropriate words "Fire

CIVIL SERVICE COMMISSION

Tuesday, October 30, 2018 @ 4:00pm

Lane, Parking Prohibited, Tow Away Zone”, you cannot enforce it. Dr. Fletcher is stating again on the record, AT HOME since 1999, certificate of occupancy says its been in business since 1999 in Pharr, they have numerous deficiencies where curbs aren’t even painted red nor have appropriate writing, so its fire code 503.4 and 503.3 that’s routinely ignored and this is not a cost to the city, but its going to be a cost to the city where first responders getting into trouble because of some vehicles parked there. Dr. Fletcher apologized for being agitated but has not had sleep since Costco opened.

ITEM 3 (a) CONSIDERATION AND ACTION, IF ANY, ON APPROVAL ON MINUTES FOR TUESDAY, SEPTEMBER 25, 2018.

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

ITEM 3 (b) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR FIREFIGHTER FOR THE FIRE DEPARTMENT ON SATURDAY, OCTOBER 13, 2018.

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

ITEM 3 (c) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR FIREFIGHTER FOR THE FIRE DEPARTMENT ON SATURDAY, OCTOBER 13, 2018.

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

ITEM 3 (d) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM ADMINISTERED FOR DEPUTY CHIEF / FIRE MARSHAL FOR THE FIRE DEPARTMENT ON MONDAY, OCTOBER 29, 2018.

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

CIVIL SERVICE COMMISSION

Tuesday, October 30, 2018 @ 4:00pm

ITEM 3 (e) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR DEPUTY CHIEF / FIRE MARSHAL FOR THE FIRE DEPARTMENT ON MONDAY, OCTOBER 29, 2018.

Vice-Chairperson Lizcano questioned if this position was an additional one or if a replacement for someone.

Civil Service Director Anali Alanis mentioned there is currently no vacancy for the rank however this list is necessary should the vacancy become available.

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

ITEM 4 ADMINISTRATIVE REPORTS (PD AND FD)

Fire Chief Perez reported on the 18th Annual Fire Fest, it was very successful, over 2-3K people showed up, everybody had a good time, there was a lot of education, even City Hall on Call was present. A lot of people went home happy. FD is in the process of conducting a full EMT course, 8 current firefighters are going thru it as well as 1 of Pharr's police officers. FD was granted a homeland security grant for \$11,500.00 to buy hazmat equipment. This past month FD has conducted 17 fire safety presentations and able to contact 6,287 citizens for those presentations, majority being school children and teachers.

Vice-Chairperson Lizcano asked if the EMT course was a city paid course or one provided by the EMS provider or thru a local college.

Chief Perez commented the course was being paid for by the city, it is a full course and instructed by Pharr FD instructor and coordinated by an outside coordinator. This was contracted out by lowest bid.

Chairperson Dolores Rodriguez asked for the Hazmat grant amount.

Member Vittorio Puente asked if the hazmat equipment grant included any proper training for the equipment or machinery.

Chief Perez commented that the FD is very well trained; however, do get refresher training from the company they purchase new equipment from, but FD is knowledgeable in how to use equipment already. New machinery replaces old stuff that is becoming obsolete.

Police Chief Luengo reported in the process of assigning 2 officers to sister federal agencies as task force officers. Officers that will be working side by side with other agencies to continue to provide safety for the community. One of the highlights, recently 12 sergeants and previously 3 junior sergeants were sent to a 2-week academy for sergeants. The academy consists of leadership training, time management and things to that sort. Last week, 12 sergeants were sent to an FBI LEDA sponsored leadership course that consisted of 4 ½ days = 36

CIVIL SERVICE COMMISSION

Tuesday, October 30, 2018 @ 4:00pm

hours. It was great, it had been a while since our leadership had gone to a training of such magnitude, but it worked wonders. LEDA stands for Law Enforcement Executive Development Association, it's a trilogy, 3 parts to every course. You start off with the supervisory course, then move on to a commanding course, then on to an executive course. These are courses that all personnel that are in leadership positions can take, what happens at the end of the 3 courses, you receive a trilogy award. It helps you with ascertaining that the individual has received leadership training. It's a step by step process, not taking all 3 courses at once. We plan to bring them here to the regional center for public safety and eventually be able to invite surrounding agencies and take advantage of such courses that pertain to leadership. PD had their CID Sergeant and Asst. Chief of support services attend the crime stoppers annual conference, came back providing great information. PD's crime stoppers group actually received an award for the greatest dollar recovery most cases cleared in the city of Pharr for a city population of 75K to 100K. PD is doing great things, but more importantly able to keep the relationship with them, assist them and help them, provide them resources to be able to be successful. If anyone needs to report any crime activity, they are to call 787-tips, no worries, callers will be protected, and names will not be revealed. Asst. Chief of Police and training coordinator attended the TCLOSE Annual conference, this is to stay current on topics as they pertain to training. Pharr Safety festival is scheduled for October 31st 530 – 930pm. In the previous years it has been a PD sponsored event, this year we included and involved more people for this event to include FD, Public Works and Court to work together to provide information to the citizens of Pharr, anything having to do with safety that can help them, or what the city can do to improve the quality of life. PD will be participating in the upcoming Veterans day parade.

Member Puente questioned if several Sergeants have completed the first of the trilogy in the leadership training and what is the criteria to attend, was there a need or is this training a way to further develop the sergeants.

Chief Luengo replied that first and foremost are the needs of the community and citizens, at the end of the day PD wants to provide the best possible service to them, the best decision making for them, with that in mind it takes skill set and time to develop those skills. No criteria is in place to attend, it is just further development, professional development for supervisors. It's re-commitment from Executive leadership, Assistant Chief's and the Chief to the supervisors that are in it for the long run and wanting to see them succeed. Also, a commitment to the community that PD is going to try their best to have the best possible training force out there so that they are able to provide those services.

ITEM 5 CIVIL SERVICE COMMENTS

Vice-Chairperson Lizcano requested that when questions are brought up at these meetings to the Chiefs that reports be provided on pending questions that were not completely answered. Several questions in the past about EMS services, Ambulance board, what is being done about covered apparatus, manpower, training and even today about EMS and how we contracted providers when we should have had EMS providers provide that for the city. These are questions he is requesting be answered, that is why the commission is there, hearing concerns about the city and would like a report for the next meeting when these questions

CIVIL SERVICE COMMISSION

Tuesday, October 30, 2018 @ 4:00pm

are asked an explanation of what is being asked. In addition, Mr. Lizcano is requesting to participate in the process of Collective bargaining, as it is educational for Civil Service to be a part of the process, as other cities do. Although the commission is only allowed to listen, it is important to be part of the actual listening process to be more educated and informed, that is the reason city commissioners have places, to be part of and to find out what is going on so they can pass that message on. All the efforts of the public servants are appreciated and with this season coming up, Mr. Lizcano applauds the efforts of the Fire department and the Police department as they will be working diligently to make sure that the public is being protected.

Chairperson Rodriguez would like to add for all to be careful with Pharr's children on Halloween that will be out on the streets and hopefully they will be out of the streets at the old Boys club where there will be a fair, with contests and games in efforts of getting the kids off the streets and in a safe environment for Halloween.

ITEM 6 CIVIL SERVICE DIRECTORS REPORT

Director Alanis reported the scheduled entry level exam for Peace Officer for December 8, 2018 at DRC.

Preparations are being made for the annual TXPELRA / Civil Service Workshop which is scheduled for January 30 thru February 1 in Arlington, TX.

ITEM 7 CLOSED 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

The time being, Chairperson Rodriguez stated the commission would be entering a closed session.

ITEM 8 RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN EXECUTIVE SESSION.

The time being_____, Chairperson stated the commission would be resuming the open meeting.

No Action

ITEM 9 ADJOURNMENT

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 4:23 pm.


Chairperson Dolores Rodriguez
Vice-Chairperson Mario Lizcano
Board Member Vittorio Puente