



**TAKE NOTICE THAT A REGULAR MEETING
OF THE CIVIL SERVICE COMMISSION
OF THE CITY OF PHARR, TEXAS
WILL BE HELD AT CITY HALL, COMMISSIONERS' ROOM,
118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS
COMMENCING AT 4:00 PM ON
TUESDAY, MAY 28, 2019**

If during the course of the meeting, the Civil Service Commission should determine that a closed or executive session of the commission is required, then such closed or executive session or meeting is authorized by Section 551.071 to 551.084 of the Texas Government Code. Notice of closed or executive session will be given after the commencement of the meeting covered by this notice.

Should any final action, decision or vote be required in the opinion of the Civil Service Commission with regard to any item discussed during the closed meeting, then such final action, decision or vote shall be made during the open meeting covered by this notice upon the reconvening of the public meeting pursuant to Section 551.102 Government Code V.T.C.S.

In compliance with Section 551.041 et seq. of the Texas Government Code V.T.C.S. (Open Meetings Act), notice is hereby given that the Civil Service Commission will meet at the time and place indicated to consider and act upon the following:

1. CALL TO ORDER:

A) Roll call and possible action on the excusing of any absent member of the governing body.

2. REGULAR AGENDA - OPEN SESSION:

A) Approval of minutes for Tuesday, April 30, 2019.

3. ADMINISTRATIVE REPORTS.

4. CIVIL SERVICE COMMENTS.

5. CIVIL SERVICE DIRECTORS REPORTS.

6. 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 closed session to discuss the items listed on the public portion of the meeting agenda, in accordance with the following below:*

AGENDA REGULAR MEETING
May 28, 2019

Pursuant to Section 551.071, the Commission may convene in a closed, non-public meeting with its attorney and discuss any matters related to **legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.074, the Commission may convene in a closed, non-public meeting to discuss any matters related to **appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee.** The City and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.076, the Commission may convene in a closed, non-public meeting to discuss any matters on the **deployment, or specific occasions for implementation, of security personnel or devices.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.084, the Commission may convene in a closed, non-public meeting to discuss any matters involving an **investigation and may exclude a witness from hearing during the examination of another witness in the investigation.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

7. RECONVENE into open session and consider action, if necessary, on any item(s) discussed in closed session.

8. ADJOURNMENT.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's Office at 956/402-4100 ext. 1003/1007 or FAX 956/702-5313 or E-mail hilda.pedraza@pharr-tx.gov or imelda.barrera@pharr-tx.gov for further information. Braille is not available.

I, the undersigned authority, do hereby certify that the above notice of said Regular Meeting of the Civil Service Commission of the City of Pharr was posted on the bulletin board at City Hall and on the City's web page at www.pharr-tx.gov. This Notice was posted on the 22nd day of May 2019 at 9:00 a.m. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).

WITNESS MY HAND AND SEAL, this 22nd day of May 2019.




HILDA PEDRAZA, TRMC, CMC
CITY CLERK



CIVIL SERVICE COMMISSION MINUTES

A meeting of the Civil Service Commission was held Tuesday, April 30, 2019. Chairperson Dolores Rodriguez called the meeting to order at 4:00 pm, at the Commission Chambers 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: Alex Meade, City Manager
Ed Wylie, Deputy City Manager
Anali Alanis, Civil Service / HR Director
Bea Fuentes, Civil Service / HR Coordinator
Jose Luengo, Chief of Police
Jacob Salinas, Fire Marshal

ITEM 1 CALL MEETING TO ORDER

Chairperson Rodriguez called the meeting to order.

ITEM 1(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(a) CONSIDERATION AND ACTION, IF ANY, ON MINUTES FOR TUESDAY, MARCH 26, 2019.

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 2(b) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM ADMINISTERED FOR ENGINEER/FIRE INSPECTOR FOR THE FIRE DEPARTMENT ON THURSDAY, APRIL 18, 2019.

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

ITEM 2(c) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR ENGINEER/FIRE INSPECTOR FOR THE FIRE DEPARTMENT ON THURSDAY, APRIL 18, 2019.

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

ITEM 2(d) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM ADMINISTERED FOR SERGEANT FOR THE POLICE DEPARTMENT ON TUESDAY, APRIL 30, 2019.

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

ITEM 2(e) CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR SERGEANT FOR THE POLICE DEPARTMENT ON TUESDAY, APRIL 30, 2019.

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

ITEM 3 ADMINISTRATIVE REPORTS (PD and FD)

Police Chief Jose Luengo announced that 3 individuals passed the promotional exam for Sergeant and allowed future Sergeant Daniel Garcia the opportunity to introduce himself to the Commission. Chief also allowed his first female Swat member Claudia Rodriguez the opportunity to introduce herself to the Commission. PD continues to upgrade their equipment to include body cams and technology. May 13-17 is Police Memorial Week; Commission is invited to attend ceremony scheduled for the 14th. With the recent passing of Lieutenant and Sergeant exams, PD is trying to build the environment to succeed and people will rise to the occasion.

Member Puente asked why the big discrepancy on the test scores. Is it perhaps an indication of the quality of the candidates for the position, are they exposed to the same training material?

Chief Luengo believes that individuals may have different ways or methods of preparing and learning for these exams.

**CIVIL SERVICE COMMISSION
TUESDAY, APRIL 30, 2019**

Fire Marshal Jacob Salinas announced that one individual passed the Engineer/Inspector exam and will be promoting that individual as soon as possible. Currently there are four additional vacancies for the rank of Engineer, hopefully they will be filled after the re-test. Civilian Fire Inspector Eduardo Lugo recently retired, opening a civil service position for rank of Fire Inspector / Engineer. In addition, the FD currently has one entry level position of Fire Fighter vacant and is currently performing background check on the top candidate off the eligibility list. Station 4 is approximately 90% complete, pending the outside apron for the trucks.

ITEM 4 CIVIL SERVICE COMMISSION COMMENTS

None

ITEM 5 CIVIL SERVICE DIRECTORS REPORT

Mrs. Alanis announced the promotional exams scheduled for Fire Department, Engineer May 31st and Lieutenant July 10th.

ITEM 6 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 items 3 in accordance with the following below:

Pursuant to Section 551.071, the Commission may convene in a closed, non-public meeting with its attorney and discuss any matters related to legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.074, the Commission may convene in a closed, non-public meeting to discuss any matters related to appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee. The City and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.076, the Commission may convene in a closed, non-public meeting to discuss any matters on the deployment, or specific occasions for implementation, of security personnel or devices. The City

and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.084, the Commission may convene in a closed, non-public meeting to discuss any matters involving an investigation and may exclude a witness from hearing during the examination of another witness in the investigation. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

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

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

The time being _____ am/pm, Chairperson stated the commission would be resuming the open meeting.

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 4:11 pm.

Chairperson Dolores Rodriguez

Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente