



**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, JUNE 25, 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, May 28, 2019.

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 Friday, May 31, 2019. (HR)

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 Friday, May 31, 2019. (HR)

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:*

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.

AGENDA REGULAR MEETING

June 25, 2019

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 19th day of June 2019 at 4:30 p.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 19th day of June 2019




HILDA PEDRAZA, TRMC, CMC
CITY CLERK



CIVIL SERVICE COMMISSION MINUTES

A meeting of the Civil Service Commission was held Tuesday, May 28, 2019. Chairperson Dolores Rodriguez called the meeting to order at 4:00 pm, at the Commissioners' Room located at 118 South Cage Blvd., 2nd Floor, Pharr, Texas.

MEMBERS PRESENT: Chairperson, Dolores Rodriguez
Vice-Chairperson, Mario Lizcano

STAFF PRESENT: Ed Wylie, Deputy City Manager
Anali Alanis, Civil Service / HR Director
Bea Fuentes, Civil Service / HR Coordinator
Jose Luengo, Chief of Police
Lenny Perez, Fire Chief

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

Vice-Chairperson Lizcano moved to excuse Board Member Puente for being absent and Chairperson Rodriguez seconded. Roll call established a quorum.

ITEM 2(a) CONSIDERATION AND ACTION, IF ANY, ON MINUTES FOR TUESDAY, APRIL 30, 2019.

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

ITEM 3 ADMINISTRATIVE REPORTS (PD and FD)

Fire Chief Lenny Perez reported that Station #4 is pending cement slab, once complete, they will start moving in furniture and possibly in full operation by next month. Recently visited Iowa for the final inspection of the new fire truck, glad to report everything checked out just as spec'd out, expected in our city in the next couple of weeks. Rudy Hernandez was recently promoted to position of Engineer, next scheduled test date May 31st. Fire Inspector Eduardo Lugo recently retired from Civilian position which now becomes Civil Service position.

Police Chief Jose Luengo announced the promotional ceremony for Sergeant Daniel Garcia, currently all Supervisor positions are filled. Recently, the 2 Asst.

**CIVIL SERVICE COMMISSION
TUESDAY, MAY 28, 2019**

Chief's and 4 Sergeants returned from the FBI command college which was held outside of Houston, TX. This was a 1-week course which entails leadership and current issues within law enforcement, anything to do with mental health, social media, media relations and things of that nature. This is part of the continuous development for the Supervisors and Leaders of Police officers at the City of Pharr. PD is in the process of finalizing the Technology project which consists of replacing body cams and in-car recording systems, these items help the officers and the PD with any transparency and safety issues. Working on outfitting (10) units that were budgeted for, once complete that will give PD (20) brand new Tahoe units. PD is in the process of filling their civilian positions as well as positions for officers.

Vice-Chairperson Lizcano would like to give thanks to Chief Luengo for communicating with the Commission any time there is something going on at PD, it is important for the Commission as volunteers to participate when there are promotion or recognition ceremonies. Mr. Lizcano also asked if the upcoming preparation for tests mentioned by Chief Luengo were for academic or fitness and if there was a wellness prevention program.

Chief Luengo mentioned that PD has scheduled physical fitness for late June and recently held an officer symposium offering wellness and nutrition information.

ITEM 4 CIVIL SERVICE COMMISSION COMMENTS

Vice-Chairperson Lizcano requested a tour of all the Fire Stations as a group.

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 7 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 8 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



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 2.B.

DATE SUBMITTED: June 19, 2019

MEETING DATE: June 25, 2019

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: 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 Friday, May 31, 2019.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: N/A

Staff Recommendation: N/A

Alternatives: N/A

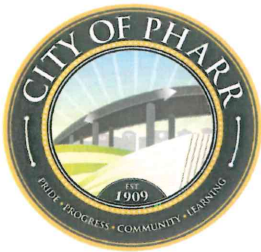
ROUTING:

Beatriz Fuentes

Created/Initiated - 6/19/2019

Anali Alanis

Final Approval - 6/19/2019



Pharr

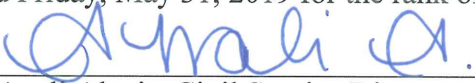
Human Resources



OFFICE OF THE CIVIL SERVICE DIRECTOR
RESULTS
PROMOTIONAL EXAM
ENGINEER/FIRE INSPECTOR
FIRE DEPARTMENT

	<u>Social Security Number</u>	<u>Raw</u>	<u>Final</u>
1.	4177	76	86
2.	2946	76	83
3.	4593	73	83
4.	6542	71	81
5.	1552	68	68
6.	6478	63	63
7.	6943	59	59
8.	1362	56	56
9.	1435	54	54
10.	8756	46	46

This is a result of the promotional exam administered Friday, May 31, 2019 for the rank of Engineer/Fire Inspector in the fire department.


Anali Alanis, Civil Service Director:

POSTED: MAY 31, 2019



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 2.C.

DATE SUBMITTED: June 19, 2019

MEETING DATE: June 25, 2019

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: 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 Friday, May 31, 2019.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: N/A

Staff Recommendation:

Alternatives: N/A

ROUTING:

Beatriz Fuentes

Anali Alanis

Created/Initiated - 6/19/2019

Final Approval - 6/19/2019



Pharr

Human Resources



**ELIGIBILITY LIST
PROMOTIONAL EXAM
ENGINEER
FIRE DEPARTMENT
MAY 31, 2019**

1. Estanislao Contreras
2. Jose J. Perez
3. Jose Gonzalez
4. LeeRoy Cantu

The eligibility list created for the rank of Engineer from the promotional exam held Friday, May 31, 2019 will remain in effect for a period of one year from test date or until exhausted, whichever comes first.

Anali Alanis, Civil Service Director

APPROVED AND CERTIFIED BY THE CIVIL SERVICE COMMISSION
ON TUESDAY, JUNE 25, 2019.

POSTED: TUESDAY, JUNE 25, 2019