



**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, DECEMBER 17, 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.

2. REGULAR AGENDA - OPEN SESSION:

A) Approval of minutes for Tuesday, August 27, 2019

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, November 16, 2019. (HR)

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, November 16, 2019. (HR)

3. ADMINISTRATIVE REPORTS.

4. CIVIL SERVICE DIRECTORS REPORTS.

5. CIVIL SERVICE COMMENTS.

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
December 17, 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 12th day of December 2019 at 4:00 pm 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 12th day of December 2019





HILDA PEDRAZA, TRMC, CMO
CITY CLERK



Pharr

Human Resources



CIVIL SERVICE COMMISSION MINUTES

A meeting of the Civil Service Commission was held Tuesday, August 27, 2019. Chairperson Dolores Rodriguez called the meeting to order at 4:02 pm, at the Commissioners' Room located at 118 South Cage Blvd., 2nd Floor, Pharr, Texas.

MEMBERS PRESENT: Chairperson, Dolores Rodriguez
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
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

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

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

Board Member Puente moved to approve minutes as submitted. Chairperson Rodriguez 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 FRIDAY, AUGUST 23, 2019.

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

ITEM 2c) 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, AUGUST 23, 2019.

Board Member Puente moved to approve the eligibility list. 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 announced that the Fire Department was awarded a \$7K grant from CDBG for fire prevention material which will be used this fiscal year. This material will allow the fire department to get more information out to the citizens of Pharr regarding fire prevention and activities to keep them safe. The Fire department was recently given permission and the opportunity by Mr. Wylie and Meade to use 3 local buildings for training purposes. They were able to train on forceful entry and ventilation. There will be a promotion to the rank of Engineer in the coming week or two; therefore, creating one vacancy for firefighter.

Police Chief Jose Luengo reported the swearing in of 2 new peace officers, bringing the total of officers to 134 with 4 vacancies. Interviews for civilian positions such as Records Clerk and Jailers are being conducted. The administration area at the Police Department is being remodeled and modernized. Supervisors are currently attending a 40-hour training course.

ITEM 4 CIVIL SERVICE DIRECTORS REPORT

Civil Service Director Alanis reported that two of the current books used for promotional testing for the Fire Department were combined; therefore, updated in our library.

ITEM 5 CIVIL SERVICE COMMISSION COMMENTS

Chairperson Rodriguez welcomed and thanked Mr. Wylie and Meade for their attendance and expressed condolences to the family of Moises Sanchez.

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, Board Member Puente moved to adjourn. It was seconded by Chairperson Rodriguez 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: December 10, 2019

MEETING DATE: December 17, 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 entry level exam administered for Firefighter for the Fire Department on Saturday, November 16, 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

Created/Initiated - 12/10/2019

Anali Alanis

Final Approval - 12/12/2019



Pharr

Human Resources



ID	Raw Score	Final Score
9367	94	94
6980	94	94
3801	93	93
2270	92	92
3386	91	91
4493	91	91
0680	86	91
1217	90	90
7966	90	90
4871	90	90
0296	90	90
9718	90	90
8275	89	89
9660	89	89
1474	88	88
8250	88	88
8017	88	88
4311	88	88
0363	88	88
0734	88	88
4177	87	87
6701	87	87
2768	87	87
9530	86	86
1721	86	86
1886	86	86
8375	86	86
3320	86	86
9263	85	85
7255	85	85
9945	84	84
6787	84	84
2520	84	84
4657	84	84
5579	84	84
7460	84	84
5654	84	84
9395	83	83
5900	82	82
0403	82	82

ID	Raw Score	Final Score
0594	82	82
5155	81	81
1288	81	81
9599	81	81
1647	81	81
7464	80	80
0165	80	80
1896	80	80
6535	80	80
8064	79	79
0163	79	79
4817	78	78
9597	78	78
2829	78	78
9091	77	77
5860	77	77
5080	77	77
6588	76	76
7194	73	73
3431	67	67
1110	65	65
5028	65	65
0581	64	64
6777	64	64
7916	64	64
0700	63	63
7784	63	63
2032	62	62
0198	62	62
4709	62	62
3571	61	61
0631	61	61
7876	61	61
9744	58	58
6516	58	58
3551	57	57
9871	56	56
7005	55	55
5333	55	55
2979	55	55

This is a result of the entry-level exam administered for Firefighter on Saturday, November 16, 2019.

Anali Alanis, Assistant City Manager



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 2.C.

DATE SUBMITTED: December 10, 2019

MEETING DATE: December 17, 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 entry level exam administered for Firefighter for the Fire Department on Saturday, November 16, 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

Created/Initiated - 12/10/2019

Anali Alanis

Final Approval - 12/12/2019



Pharr

Human Resources



	LName	FName
1	PEDRAZA	ADALIA
2	CHEVREL	GUILLAUM
3	MARQUEZ	CARLOS
4	PEREZ	ROLANDO
5	RODRIGUEZ	ALBERTO
6	GARCIA	ROMEL
7	QUINTERO	CALVIN
8	GONZALEZ	JEREMIAH
9	GONZALEZ	DEREK
10	SILVA	RAMON
11	TORRES	MARTIN
12	JACOME	JASMINE
13	BEAS	JULIAN
14	GARCIA	JOSE
15	ORTEGON	LEONARDO
16	CARDENAS	JACOB
17	ARREDONDO	PETER
18	HARTLEY	ELISABET
19	MARISCAL	ESTEBAN
20	MARTINEZ	VICTOR
21	CORTINA	CRISTIAN
22	SALAZAR	ADRIAN
23	MARTINEZ	ADAM
24	HERRERA	FELIPE
25	ESQUIVEL	MONICA
26	CANO	CALEB
27	ALANIZ	MICHAEL
28	SALINAS	JERREMI
29	ROSALES	JOHNNY
30	VASQUEZ	SIXTO
31	VILLARREAL	HERALD
32	CASTILLO	GEORGE
33	CRIPPS	JOE
34	LOPEZ	JUSTIN
35	ORTEGA	ORLANDO
36	MARTINEZ	DEBRA
37	ALONZO	LUIS
38	GARZA	JACOB
39	VARGAS	ANDRES
40	RIDER	LANDON

	LName	FName
41	IBARRA	EDUARDO
42	MORENO	JOSUE
43	TORRES	RICARDO
44	LONGORIA	HERMILO
45	RAMIREZ	MARTIN
46	ESCAMILLA	OSCAR
47	GARZA	DANIEL
48	MARTINEZ	STEPHEN
49	PADILLA	JUAN
50	REYNA	MIGUEL
51	GONZALEZ	RUBEN
52	FOSTER	BARRY
53	FIMBRES	RAMON
54	OCHOA	OMAR
55	CAMACHO	ERIC
56	LEYTA	BRYAN
57	PINEDA	HOMERO
58	HINOJOSA	RAUL
59	BAZAN	MICHAEL

The eligibility list created for the rank of **Firefighter** from the entry level exam held Saturday, **November 16, 2019** will remain in effect for a period of (1) one year or until exhausted, whichever date comes first.

Approved and Certified by the Civil Service
Commission on Tuesday, December 17, 2019.

Anali Alanis, Asst. City Manager