

Pharr

Human Resources



CIVIL SERVICE COMMISSION MINUTES

A meeting of the Civil Service Commission was held Monday, May 3, 2021. Chairperson Dolores Rodriguez called the meeting to order at 3:00 pm, at the Commissioners' Room located at 118 South Cage Blvd., 2nd Floor, Pharr, Texas.

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

STAFF PRESENT: Anali Alanis, Civil Service / Asst. City Manager
Bea Fuentes, Civil Service / HR Specialist
Andy Harvey, Chief of Police
Juan Gonzalez, Deputy Chief
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

Roll call established a quorum.

ITEM 2(a) CONSIDERATION AND ACTION, IF ANY, ON APPROVAL OF MINUTES FOR TUESDAY, FEBRUARY 23, 2021.

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, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM ADMINISTERED FOR SERGEANT FOR THE POLICE DEPARTMENT ON WEDNESDAY, APRIL 28, 2021.

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

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ITEM 2(c) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR SERGEANT FOR THE POLICE DEPARTMENT ON WEDNESDAY, APRIL 28, 2021.

Vice-Chairperson Lizcano moved to approve 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, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM ADMINISTERED FOR ENGINEER/FIRE INSPECTOR FOR THE FIRE DEPARTMENT ON THURSDAY, APRIL 29, 2021.

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

ITEM 2(e) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR ENGINEER/FIRE INSPECTOR FOR THE FIRE DEPARTMENT ON THURSDAY, APRIL 29, 2021.

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

ITEM 2(f) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM ADMINISTERED FOR LIEUTENANT FOR THE POLICE DEPARTMENT ON FRIDAY, APRIL 30, 2021.

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

ITEM 2(g) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR LIEUTENANT FOR THE POLICE DEPARTMENT ON FRIDAY, APRIL 30, 2021.

Vice-Chairperson Lizcano moved to approve 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 – Andy Harvey reported that the 2 candidates that passed the promotional exams (Juan Alvarez and Mike Rodriguez) are great candidates and assets to the Pharr Police department.

Chief Harvey invited the members to the Police Memorial Ceremony scheduled for May 17th at 6pm at the Public Safety Excellent Center.

Board Member Puente questioned if the promotional exams have become more difficult or if those taking the exams are just not prepared.

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Chief Harvey answered that the exams are difficult, no joke and time must be put into them in order to pass; however, this is found to be the situation all around not just at Pharr. The reading material has been updated since Chief Harvey's arrival to Pharr in order to change up what had been in place for a while now.

Fire Chief – Lenny Perez thanked the Commission for approving the eligibility list for Engineers and announced that David Yanez is a great candidate. The Fire department continues to work with administering the Covid-19 vaccines. The department has also started a lock box program for residents, where a key is securely locked in a box and in the event of an emergency the Fire department would not be knocking down doors, they would have access for entry. Should any citizens be interested, they are to contact the Fire department for more details. 9 employees were recently hired for the Fire department through the Safer Grant, and the Chief is receiving excellent reports on those that were hired. The Fire department has started checking fire hydrants to ensure they are working properly and fully operational. Lastly, Chief Perez announced the retirement of Israel Garza after being with the department 30 years, wishing him well in his endeavor.

ITEM 4 CIVIL SERVICE DIRECTORS REPORT

Asst. City Manager / Civil Service Director announced that the city has started the collective bargaining process with both unions for the Police and Fire department and the Commission will be advised when they come to agreement.

ITEM 5 CIVIL SERVICE COMMISSION COMMENTS

Vice-Chairperson Lizcano would like to applaud the efforts of the Police department, they continue to be innovative, not only with the mental health unit but with the new unit that will be patrolling by horse. Those concepts are important in serving the different demographics of the City of Pharr.

Vice-Chairperson Lizcano congratulated the Fire Department for International Fire Fighters Day, a day of recognition for all their efforts and all they do.

Member Puente announced that May is Mental health awareness month and asks that all are aware.

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.

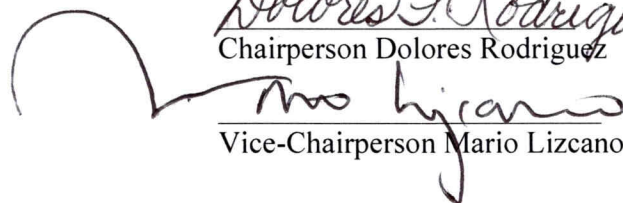
ITEM 7 RECONVENE INTO OPEN SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN EXECUTIVE SESSION

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 3:18 pm.


Chairperson Dolores Rodriguez


Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente