



**TAKE NOTICE THAT A SPECIAL CALLED 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 2:00 PM ON
MONDAY, JANUARY 17, 2022**

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. PUBLIC TESTIMONY: *(Ordinance No. O-2019-45). A person intending on addressing the governing body may speak at a scheduled meeting of the governing body following registration with the presiding clerk and prior to the scheduled meeting. A registered speaker may speak only on items on the agenda and may not exceed 1.5 minutes when addressing the board regarding an agenda item. A registered speaker may not donate time to another speaker. A sign-in form for public testimony shall be promulgated by the presiding clerk and be made available at the city clerk's office. A person may sign up for public testimony beginning at the time the agenda is posted for the meeting. A person may not sign up later than one hour before the posted meeting is scheduled to begin. No registered speaker may be allowed to speak regarding an item once the public testimony portion of the agenda has ended.*

3. REGULAR AGENDA - OPEN SESSION:

A) Approval of minutes for Friday, November 5, 2021.

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B) Consideration and action on Fire Chief Rodriguez' request for fitness for duty evaluation of Firefighter Aurelio Quezada under Tex. Loc. Gov't Code sec.143.081. (HR)

C) Consideration and action on Fire Chief Rodriguez' request for fitness for duty evaluation of Firefighter Robert Rodriguez Jr. under Tex. Loc. Gov't Code sec. 143.081. (HR)

4. ADMINISTRATIVE REPORTS.

5. CIVIL SERVICE DIRECTORS REPORTS.

6. CIVIL SERVICE COMMENTS.

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

A) Executive closed session pursuant to Tex. Gov't Code sec. 551.071 to seek legal advice regarding the Commission's right, duties, and obligations in regard to Chief Rodriguez' request for a fitness for duty evaluation of Firefighters Aurelio Quezada and Robert Rodriguez Jr. under Tex. Loc. Gov't Code sec. 143.081. (HR)

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

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

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

9. 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. 1016/1007 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 14th day of January 2022 at 11:30 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 14th day of January 2022.



Imelda Perez
IMELDA PEREZ, TRMC
ASSISTANT CITY CLERK



Pharr

Human Resources

CIVIL SERVICE COMMISSION

MINUTES



A meeting of the Civil Service Commission was held Friday, November 5, 2021. 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: Anali Alanis, Civil Service / Asst. City Manager
Bea Fuentes, Civil Service / HR Specialist
Andy Harvey, Chief of Police
Pilar Rodriguez, 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. Vice-Chairperson Lizcano moved to excuse Board Member Puente, Chairperson Rodriguez seconded the motion and when put to a vote, it carried unanimously.

ITEM 2 PUBLIC TESTIMONY (Ordinance no. O-2019-45)

Chairperson Rodriguez introduced the item.

ITEM 3(a) CONSIDERATION AND ACTION, IF ANY, ON APPROVAL OF MINUTES FOR SPECIAL CALLED MEETING FRIDAY, AUG. 20, 2021.

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(b) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR PEACE OFFICER FOR THE POLICE DEPARTMENT ON SATURDAY, OCTOBER 16, 2021.

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

ITEM 3(c) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR PEACE OFFICER FOR THE POLICE DEPARTMENT ON SATURDAY, OCTOBER 16, 2021.

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

ITEM 3(d) 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 TUESDAY, NOVEMBER 2, 2021.

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

ITEM 3(e) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE PROMOTIONAL EXAM ADMINISTERED FOR LIEUTENANT FOR THE POLICE DEPARTMENT ON TUESDAY, NOVEMBER 2, 2021.

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

ITEM 4 ADMINISTRATIVE REPORTS (PD and FD)

Police Chief – Chief Harvey reported that the entry level exam for Police Officer had a good turnout, 176 registered to test and 130 showed up. 89 individuals have passed the 2nd part of the process, the physical agility test. Promotions will be taking place in the next few weeks at PD. Eligible employees will have the opportunity to promote. The first ever Community Policing Academy has scheduled a dinner and graduation for the upcoming week. 22 students attended every class these past 8 weeks for 2hrs. Graduates are the first ever community policing volunteer alumni. These individuals will be part of the community volunteer program and will be able to volunteer either at public events or in administration.

Fire Chief – Pilar Rodriguez introduced himself to the Commission as the newly appointed Fire Chief for the City of Pharr. Chief reported the new classifications of Captain and Battalion Chief in the fire department that were approved during collective bargaining and budget process. The fire department is also planning for the promotional exams for the ranks of Lieutenant, Engineer and Entry level firefighter. Chief Rodriguez estimates approximately 20-22 promotions within the next 90-180 days.

ITEM 5 CIVIL SERVICE DIRECTORS REPORT

Asst. City Manager / Civil Service Director Anali Alanis announced the great efforts by the fire department, they held a public event all month, every Thursday, at the City Hall Park to promote fire prevention. Mrs. Alanis also announced the preliminary process of planning for a new superstation that will be located on the North side of Pharr and will be a combination of Fire station and EMS headquarters. Mrs. Alanis invited the community and commissioners to the Veterans Day parade scheduled for Saturday, November 6, 2021, at 4:30, followed by Market days and Fireworks.

ITEM 6 CIVIL SERVICE COMMISSION COMMENTS

Vice-Chairperson Lizcano thanked the public servants, EMS, Law Enforcement and Fire Protection for all they do and applauds the Chief's.

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 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 Chairperson Rodriguez and when put to a vote the motion carried unanimously. Meeting adjourned at 4:12 pm.

Chairperson Dolores Rodriguez

Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: January 13, 2022

MEETING DATE: January 17, 2022

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action on Fire Chief Rodriguez' request for fitness for duty evaluation of Firefighter Aurelio Quezada under Tex. Loc. Gov't Code sec.143.081.

Classification: Regular

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

Issue: Consideration and action on Fire Chief Rodriguez' request for fitness for duty evaluation of Firefighter Aurelio Quezada under Tex. Loc. Gov't Code sec.143.081.

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes

Anali Alanis

Created/Initiated - 1/13/2022

Final Approval - 1/14/2022



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.C.

DATE SUBMITTED: January 13, 2022

MEETING DATE: January 17, 2022

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action on Fire Chief Rodriguez' request for fitness for duty evaluation of Firefighter Robert Rodriguez Jr. under Tex. Loc. Gov't Code sec. 143.081.

Classification: Regular

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

Issue: Consideration and action on Fire Chief Rodriguez' request for fitness for duty evaluation of Firefighter Robert Rodriguez Jr.

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes

Anali Alanis

Created/Initiated - 1/13/2022

Final Approval - 1/14/2022



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 7.A.

DATE SUBMITTED:

MEETING DATE: January 17, 2022

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: Executive closed session pursuant to Tex. Gov't Code sec. 551.071 to seek legal advice regarding the Commission's right, duties, and obligations in regard to Chief Rodriguez' request for a fitness for duty evaluation of Firefighters Aurelio Quezada and Robert Rodriguez Jr. under Tex. Loc. Gov't Code sec. 143.081.

Classification: Closed Session

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

Issue: Seek legal advice regarding the Commission's right, duties, and obligations in regard to Chief Rodriguez' request for a fitness for duty evaluation of Firefighters Aurelio Quezada and Robert Rodriguez Jr.

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Anali Alanis

Created -