



**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 9:00 AM ON
TUESDAY, JANUARY 31, 2023**

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 November 29, 2022.

B) 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 Friday, January 20, 2023. (HR)

AGENDA REGULAR MEETING
January 31, 2023

C) Consideration and action, if any, approving and accepting the eligibility list from the promotional exam administered for Sergeant for the Police Department on Friday, January 20, 2023. (HR)

D) Consideration and action, if any, approving and accepting the raw and final scores from the promotional exam administered for Lieutenant for the Police Department on Friday, January 20, 2023. (HR)

E) Consideration and action, if any, approving and accepting the eligibility list from the promotional exam administered for Lieutenant for the Police Department on Friday, January 20, 2023. (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:*

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.

AGENDA REGULAR MEETING
January 31, 2023

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

9. ADJOURNMENT.

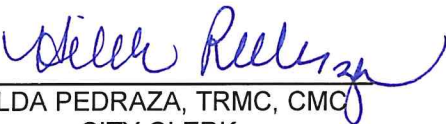
NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

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 27th day of January 2023 at 11:00 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 27th day of January 2023




HILDA PEDRAZA, TRMC, CMC
CITY CLERK

CIVIL SERVICE COMMISSION MINUTES

The Civil Service Commission met in a Regular Called Meeting on Tuesday, November 29, 2022, at the Commissioners' Room located at 118 South Cage Blvd., 2nd Floor, Pharr, Texas. The following is the record of attendance.

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

STAFF PRESENT: Anali Alanis, Civil Service / Interim City Manager
Bea Fuentes, Civil Service / HR Specialist
Juan F. Gonzalez, Acting Police Chief

ITEM 1 CALL MEETING TO ORDER

(A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE CIVIL SERVICE COMMISSION

Chairperson Rodriguez called the meeting to order at 4:00 p.m. Roll call established a quorum.

ITEM 2 PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3 REGULAR AGENDA

(A) APPROVAL OF MINUTES FOR TUESDAY, OCTOBER 25, 2022.

Chairperson Rodriguez introduced the item.

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

(B) Consideration and action, if any, approving and accepting the raw and final scores from the promotional exam administered for Engineer for the Fire Department on Friday, October 28, 2022.

Chairperson Rodriguez introduced the item.

Vice-Chairperson Lizcano **moved** to proceed with the recommendation. Board Member Puente seconded the motion and when put to a vote, it carried unanimously.

- (C) **Consideration and action, if any, approving and accepting the eligibility list from the promotional exam administered for Engineer for the Fire Department on Friday, October 28, 2022.**

Chairperson Rodriguez introduced the item.

Vice-Chairperson Lizcano **moved** to proceed with the recommendation. Board Member Puente seconded the motion and when put to a vote, it carried unanimously.

ITEM 4 ADMINISTRATIVE REPORTS

Police Chief Gonzalez reported they continue with the hiring process for the position of police officer. Chief Gonzalez also announced a few upcoming events PD is having, to include a Christmas toy give away. PD has collaborated with EMS, Public Safety Communications and Fire Department for Tips for Toys, where they work at different restaurants for tips and use those to purchase Christmas toys, as well as a car show to collect toys to gift to our community children. Another annual event they have is "Shop with a Cop", where they select a group of less fortunate kids to take shopping for Christmas gifts.

ITEM 5 CIVIL SERVICE DIRECTORS' REPORTS

Interim City Manager / Civil Service Director Alanis had nothing to report other than Wishing everyone Happy Holidays and introduced #PharrPhestive where tagged photos will be displayed on the Natatorium marquee.

ITEM 6 CIVIL SERVICE COMMENTS

Vice-Chairperson Lizcano thanked all the front-line departments for working during the holidays to keep the community safe.

Board Member Puente wished everyone a Merry Christmas and happy holiday.

Chairperson Rodriguez wished everyone a Merry Christmas and happy new year.

ITEM 7 CLOSED SESSION

ITEM 8 ADJOURNMENT

APPROVED: _____

CIVIL SERVICE COMMISSION
TUESDAY, NOVEMBER 29, 2022

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 4:08 pm.

Chairperson Dolores Rodriguez

Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente

APPROVED: _____



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: January 25, 2023

MEETING DATE: January 31, 2023

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 Sergeant for the Police Department on Friday, January 20, 2023.

Classification: Regular

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

Issue: N/A

Fiscal Consideration:

Staff Recommendation: Approval of scores as presented.

Alternatives:

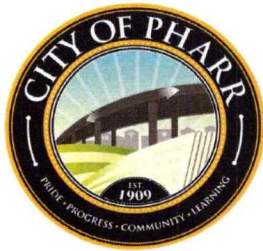
Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Anali Alanis
Patricia Rigney

Created/Initiated - 1/25/2023
Approved - 1/26/2023
Final Approval - 1/27/2023



Pharr

Human Resources



OFFICE OF THE CIVIL SERVICE DIRECTOR
RESULTS PROMOTIONAL EXAM
POLICE DEPARTMENT
SERGEANT

<u>Social Security Number</u>		<u>Raw</u>	<u>Final</u>
1.	2971	79	86
2.	8051	68	
3.	7393	67	
4.	3593	65	
5.	4791	63	
6.	1338	59	
7.	5964	57	
8.	1895	55	
9.	6098	54	
10.	7245	53	
11.	2596	48	
12.	0478	46	
13.	0654	42	

This is a result of the promotional exam administered Friday, January 20, 2023, for the rank of Sergeant in the Police Department.


Anali Alanis, Civil Service Director

POSTED: January 20, 2023



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.C.

DATE SUBMITTED: January 25, 2023

MEETING DATE: January 31, 2023

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 Sergeant for the Police Department on Friday, January 20, 2023.

Classification: Regular

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

Issue: N/A

Fiscal Consideration:

Staff Recommendation: Approval of eligibility list as presented.

Alternatives:

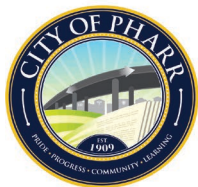
Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Anali Alanis
Patricia Rigney

Created/Initiated - 1/25/2023
Approved - 1/26/2023
Final Approval - 1/27/2023



Pharr

Human Resources



**ELIGIBILITY LIST
PROMOTIONAL EXAM
POLICE DEPARTMENT
SERGEANT
JANUARY 20, 2023**

1. Francisco Adame

The eligibility list created for the rank of Sergeant from the promotional exam held Friday, January 20, 2023 will remain in effect for a period of one year or until exhausted, Whichever date comes first.

Anali Alanis, Interim City Manager/ Civil Service Director

APPROVED AND CERTIFIED BY THE CIVIL SERVICE COMMISSION
ON TUESDAY, JANUARY 31, 2023.

POSTED TUESDAY, JANUARY 31, 2023



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.D.

DATE SUBMITTED: January 25, 2023

MEETING DATE: January 31, 2023

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 Lieutenant for the Police Department on Friday, January 20, 2023.

Classification: Regular

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

Issue: N/A

Fiscal Consideration:

Staff Recommendation: Approval of scores as presented.

Alternatives:

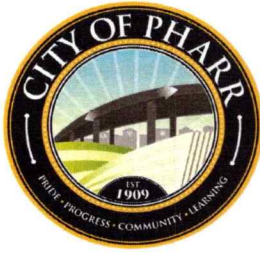
Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Anali Alanis
Patricia Rigney

Created/Initiated - 1/25/2023
Approved - 1/26/2023
Final Approval - 1/27/2023



Pharr

Human Resources



OFFICE OF THE CIVIL SERVICE DIRECTOR
RESULTS PROMOTIONAL EXAM
POLICE DEPARTMENT
LIEUTENANT

<u>Social Security Number</u>	<u>Raw</u>	<u>Final</u>
1. 4362	82	92
2. 1886	77	86
3. 4607	73	82
4. 4924	70	80
5. 7426	65	
6. 0454	58	
7. 7915	48	

This is a result of the promotional exam administered Friday, January 20, 2023, for the rank of Lieutenant in the Police Department.


Anali Alanis, Civil Service Director

POSTED: January 20, 2023



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.E.

DATE SUBMITTED: January 25, 2023

MEETING DATE: January 31, 2023

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 Lieutenant for the Police Department on Friday, January 20, 2023.

Classification: Regular

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

Issue: N/A

Fiscal Consideration:

Staff Recommendation: Approval of eligibility list as presented.

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Anali Alanis
Patricia Rigney

Created/Initiated - 1/25/2023
Approved - 1/26/2023
Final Approval - 1/27/2023



Pharr

Human Resources



**ELIGIBILITY LIST
PROMOTIONAL EXAM
POLICE DEPARTMENT
LIEUTENANT
JANUARY 20, 2023**

1. Marcos Ramirez
2. Ernesto Vargas
3. Leobardo Muñoz
4. Max Longoria

The eligibility list created for the rank of Lieutenant from the promotional exam held Friday, January 20, 2023 will remain in effect for a period of one year or until exhausted, Whichever date comes first.

Anali Alanis, Interim City Manager/ Civil Service Director

APPROVED AND CERTIFIED BY THE CIVIL SERVICE COMMISSION
ON TUESDAY, JANUARY 31, 2023.

POSTED TUESDAY, JANUARY 31, 2023