

**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, JUNE 6, 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 Friday, May 5, 2023. **This item supports SG - Sound Governance and Fiscal Sustainability.**

B) Consideration and action, if any, on approving and accepting the raw and final scores from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, May 31, 2023. **This item supports SSC - Safe and Secure Community.** (HR)

C) Consideration and action, if any, on approving and accepting the eligibility list created from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, May 31, 2023. **This item supports SSC - Safe and Secure Community.** (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.

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 2nd day of June 2023 at 4:00 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 2nd day of June 2023



Hilda Pedraza
HILDA PEDRAZA, TRMC, CMC
CITY CLERK

**CIVIL SERVICE COMMISSION
MINUTES**

The Civil Service Commission met in a Special Called Meeting on Friday, May 5, 2023, at the Commissioners' Room located at 118 South Cage Blvd., 2nd Floor, Pharr, Texas. The following is the record of attendance.

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

STAFF PRESENT: Anali Alanis, Interim City Manager / CS Director
Bea Fuentes, HR Coordinator / Civil Service Asst.
Pilar Rodriguez, Fire Chief
Juan F. Gonzalez, Acting Police Chief
Patricia Rigney, City Attorney
Rebecca Hayward, CS Attorney

ITEM 1 CALL MEETING TO ORDER

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

Vice-Chairperson Lizcano called the meeting to order at 8:33 a.m. Roll call established a quorum. Board Member Lizcano moved, and Board Member Puente seconded to excuse Chairperson Rodriguez for being absent from the meeting.

ITEM 2 PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3 REGULAR AGENDA

(A) APPROVAL OF MINUTES FOR TUESDAY, FEBRUARY 28, 2023.

Vice-Chairperson Lizcano introduced the item.

Board Member Puente moved to approve minutes as submitted. Vice-Chairperson Lizcano 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 ENTRY LEVEL EXAM ADMINISTERED FOR FIREFIGHTER FOR THE FIRE DEPARTMENT ON SATURDAY, APRIL 29, 2023.

Vice-Chairperson Lizcano introduced the item.

Board Member Puente moved to proceed with the approval of scores as recommended. Vice-Chairperson Lizcano seconded the motion and when put to a vote, it carried unanimously.

- (C) **CONSIDERATION AND ACTION, IF ANY, APPROVING AND ACCEPTING THE ELIGIBILITY LIST CREATED FROM THE ENTRY LEVEL EXAM ADMINISTERED FOR FIREFIGHTER FOR THE FIRE DEPARTMENT ON SATURDAY, APRIL 29, 2023.**

Vice-Chairperson Lizcano introduced the item.

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

- (D) **CONSIDERATION AND ACTION, REGARDING THE APPOINTMENT OF A THREE-MEMBER PANEL TO EXAMINE PHARR FIREFIGHTER RUDY HERNANDEZ AND DETERMINE THE EMPLOYEE'S FITNESS FOR DUTY, PURSUANT TO SECTION 143.081(d) TEX.LOC.GOV'T CODE.**

Vice-Chairperson Lizcano 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.

- (E) **CONSIDERATION AND ACTION REGARDING THE APPEAL BY OSCAR MORENO OF THE INDEFINITE SUSPENSION ISSUED BY FIRE CHIEF RODRIGUEZ.**

Vice-Chairperson Lizcano introduced the item.

Vice-Chairperson Lizcano moved to dismiss the appeal due to not complying with the statutes. Board Member Puente seconded the motion and when put to a vote, it carried unanimously.

ITEM 4. ADMINISTRATIVE REPORTS (PD AND FD)

Vice-Chairperson Lizcano introduced the item.

Act. Police Chief Gonzalez reported on the Crime Victims event that was held the prior month. This event provided awareness, education, and information on services for crime victims. The Police department also had an employee luncheon where they recognized and awarded 2 officers with a lifesaving award. Chief reported 8 probationary police officers that completed their field training program. Chief also shared a recruitment video spotlighting the women on the force. Chief Gonzalez invited all to the upcoming Fallen Officer's Memorial Ceremony scheduled for May 16, 2023.

**CIVIL SERVICE COMMISSION
FRIDAY, MAY 5, 2023**

Fire Chief Rodriguez reported that upon their approval of the entry level firefighter's eligibility list, they can now schedule physical agility exams for those potential employees, in hopes of filling the 3 current vacancies. The fire department recently had a She's My Hero camp on April 15th. This is the 3rd camp already with efforts towards gender equality in the Fire Service and due to the positive response, 2 more all-female camps are scheduled for the summer. Chief Rodriguez announced the passing and service of Edinburg's Fire Chief Snyder.

ITEM 5. CIVIL SERVICE DIRECTORS REPORT

Vice-Chairperson Lizcano introduced the item.

Nothing to report, only extend gratitude to the first responders during the recent bad weather storms.

ITEM 6. CIVIL SERVICE COMMISSION COMMENTS

Vice-Chairperson Lizcano introduced the item.

Vice-Chairperson also expressed gratitude towards all public servants that ensured the life and property for the great city of Pharr.

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 8:34 am, Chairperson Rodriguez stated the commission would be entering a closed session.

CIVIL SERVICE COMMISSION
FRIDAY, MAY 5, 2023

ITEM 8. RECONVENE INTO OPEN SESSION, AND CONSIDER ACTION, IF NECESSARY, ON ANY ITEM(S) DISCUSSED IN EXECUTIVE SESSION

The time being 8:47 am, Chairperson stated the commission would be resuming the open meeting.

ITEM 9. ADJOURNMENT

There being no further business to come before, Board Member Puente **moved** to adjourn. It was seconded by Vice-Chairperson Lizcano and when put to a vote the motion carried unanimously. Meeting adjourned at 8:59 am.

Chairperson Dolores Rodriguez

Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente

APPROVED: _____



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: May 31, 2023

MEETING DATE: June 6, 2023

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on approving and accepting the raw and final scores from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, May 31, 2023. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation: Approval of raw and final scores from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, May 31, 2023

Alternatives:

Exclude Material from Public Packet? Yes

Reason:

ROUTING:

Beatriz Fuentes

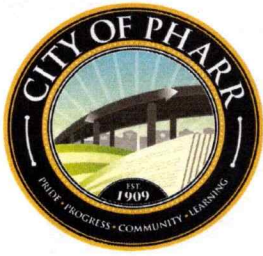
Anali Alanis

Patricia Rigney

Created/Initiated - 5/31/2023

Approved - 6/1/2023

Final Approval - 6/2/2023



Pharr

Human Resources



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

<u>Social Security Number</u>	<u>Raw</u>	<u>Final</u>
1. 4610	74	84
2. 0817	76	79
3. 4177	68	68

This is a result of the promotional exam administered Wednesday, May 31, 2023, for the rank of Engineer / Fire Inspector in the fire department.


Anali Alanis, Interim City Manager/CS Director

POSTED: May 31, 2023



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.C.

DATE SUBMITTED: May 31, 2023

MEETING DATE: June 6, 2023

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on approving and accepting the eligibility list created from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, May 31, 2023. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation: Approval of the eligibility list created from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, May 31, 2023.

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes

Anali Alanis

Patricia Rigney

Created/Initiated - 5/31/2023

Approved - 6/1/2023

Final Approval - 6/2/2023



Pharr



**ELIGIBILITY LIST
PROMOTIONAL EXAM
FIRE DEPARTMENT
ENGINEER / FIRE INSPECTOR
JUNE 6, 2023**

1. Jesus Gonzalez
2. Peter Arredondo

The eligibility list created for the rank of Engineer / Fire Inspector from the promotional exam held Wednesday, May 31, 2023, will remain in effect for a period of one year from test date or until exhausted, whichever comes first.

APPROVED AND CERTIFIED BY THE CIVIL SERVICE COMMISSION ON JUNE 6, 2023.

Anali Alanis, Interim City Manager / Civil Service Director

Posted: Tuesday, June 6, 2023.