

**MINUTES
CIVIL SERVICE COMMISSION**

The Civil Service Commission met in a Regular Called Meeting on Wednesday, September 6, 2023, 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

MEMBERS ABSENT: None

STAFF PRESENT: Jonathan Flores, City Manager
Hilda Pedraza, Asst. City Manager/CS Director
Bea Fuentes, HR Coordinator/CS assistant
Albert Gonzalez, Asst. Fire Chief
Juan Gonzalez, Police Chief

ITEM 1 CALL TO ORDER

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER

Chairperson Rodriguez called the meeting to order at 8:30 a.m. Roll call established a quorum.

ITEM 2 PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3 REGULAR AGENDA – OPEN SESSION:

A) APPROVAL OF MINUTES FOR JULY 25, 2023, SPECIAL CALLED MEETING. THIS ITEM SUPPORTS SG- SOUND GOVERNANCE AND FISCAL SUSTAINABILITY

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, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMOTIONAL EXAM FOR LIEUTENANT FOR THE FIRE DEPARTMENT ON FRIDAY, AUGUST 25, 2023. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (HR)

Chairperson Rodriguez introduced the item.

Hilda Pedraza, Civil Service Director, stated the resulting raw and final scores were submitted for approval. She reported a total of six (6) candidates tested and two passed with a score of 70 or better. She further stated staff recommended approval of the scores as submitted.

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

- C) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST CREATED FROM THE PROMOTIONAL EXAM FOR LIEUTENANT FOR THE FIRE DEPARTMENT ON FRIDAY, AUGUST 25, 2023. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (HR)**

Chairperson Rodriguez introduced the item.

Hilda Pedraza, Civil Service Director, stated the resulting eligibility list had two (2) candidates successfully passing the promotional exam and recommended approval.

Vice-Chairperson Lizcano moved to approve and accept the eligibility list. Board Member Puentes seconded the motion and when put to a vote, it carried unanimously.

- D) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE ENTRY LEVEL EXAM FOR PEACE OFFICER FOR THE POLICE DEPARTMENT ON SATURDAY, AUGUST 26, 2023. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (HR)**

Chairperson Rodriguez introduced the item.

Hilda Pedraza, Civil Service Director, stated forty-eight (48) applicants tested for peace officer on August 26, 2023 and stated the resulting raw and final scores were submitted and recommended approval.

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

- E) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST FROM THE ENTRY LEVEL EXAM FOR PEACE OFFICER FOR THE POLICE DEPARTMENT ON SATURDAY, AUGUST 26, 2023. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY (HR)**

Chairperson Rodriguez introduced the item.

Hilda Pedraza, Civil Service Director, stated forty-four (44) applicants successfully had passed the written exam with a 70 or better. She further stated the eligibility list submitted ranked the applicants from the highest to the lowest score and recommended approval.

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

ITEM 4. ADMINISTRATIVE REPORTS

Chairperson Rodriguez introduced the item.

Albert Gonzalez, Asst. Fire Chief, briefly reported three firefighters were hired and stated two went straight on-shift and one was sent to the South Texas College (STC) Fire academy for the next 6 months. Chief Gonzalez further reported the She's My Hero Camp held in August 2023 had been a great success.

Juan Gonzalez, Police Chief, reported Pharr Police Department recently conducted a physical exam for entry level positions and stated 33 out of 44 applicants had passed and staff would be moving forward with already certified officers in the hiring process.

Juan Gonzalez, Police Chief, further reported for the past 2 years the Pharr Police Department had been promoting and encouraging females to this career and stated they currently had 13 female police officers. Chief Gonzalez promoted the Citizens Police Academy and Badge of Youth Academy and stated these programs give the citizens of Pharr the opportunity to see the daily operation of the Police Department. Lastly, he reported the Mental Health Unit would be hosting the 3rd Annual Stick by Me event at Pharr Nature Park on September 8, 2023 to bring awareness to suicide prevention.

ITEM 5. CIVIL SERVICE DIRECTOR'S REPORTS

Chairperson Rodriguez introduced the item.

Hilda Pedraza, Civil Service Director, stated she had no reports at this time.

ITEM 6. CIVIL SERVICE COMMENTS

Chairperson Rodriguez introduced the item and there were no comments from the Commission.

ITEM 7. CLOSED SESSION

None

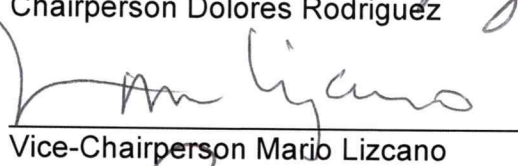
ITEM 8. RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN EXECUTIVE SESSION.

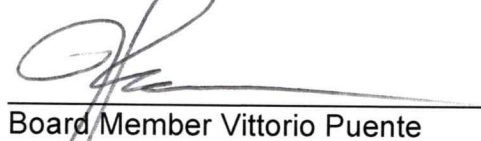
None

ITEM 9. ADJOURNMENT

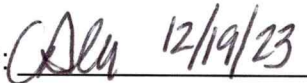
There being no further business to come before, Vice-Chairperson Lizcano **moved** to adjourn. Board Member Puente seconded the motion and when put to a vote, it carried unanimously. Meeting adjourned at 8:41 a.m.


Chairperson Dolores Rodriguez


Vice-Chairperson Mario Lizcano


Board Member Vittorio Puente

APPROVED:


12/19/23