

**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, NOVEMBER 26, 2024**

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 September 24, 2024 – Regular Called Meeting.
- B) Consideration and Action, if any, on approving and accepting the raw and final scores and approving and accepting the eligibility list created from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, October 30, 2024.
- C) Consideration and Action, if any, on approving and accepting the raw and final scores and approving and accepting the eligibility list created from the entry level exam for Police Officer for the Police Department on Saturday, November 16, 2024.
- D) Consideration and Action, if any, on approving and accepting the raw and final scores and on approving and accepting the eligibility list created from the entry level exam for Fire Fighter for the Fire Department on Saturday, November 23, 2024.

4. ADMINISTRATIVE REPORTS.

- A) Police Department and Fire Department Report
- B) Civil Service Director's Report
- C) Civil Service Board Comments

5. 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.

AGENDA REGULAR MEETING
November 26, 2024

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.

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

7. 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 22nd day of November at 9:00 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 22nd of November 2024





ALESSANDRA GARCIA
ASSISTANT CITY CLERK

**MINUTES
CIVIL SERVICE COMMISSION**

The Civil Service Commission met in a Regular Called Meeting on Tuesday, September 24, 2024, 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: Veronica Ramirez, HR/CS Director
Ashley Melendez, Asst. HR/CS Director
Bea Fuentes, HR Coordinator/CS assistant
Pilar Rodriguez, Fire Chief
Albert Gonzalez, Asst. Fire Chief
Juan F. Gonzalez, Police Chief

ITEM 1 CALL TO ORDER

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

Vice-Chairperson Lizcano called the meeting to order at 9:00 a.m. and 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 APRIL 30, 2024. THIS ITEM SUPPORTS SG-SOUND GOVERNANCE AND FISCAL SUSTAINABILITY

Vice- Chairperson Lizcano introduced the item.

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

- B) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMO EXAM FOR BATTALION CHIEF FOR THE FIRE DEPARTMENT ON WEDNESDAY, SEPTEMBER 4, 2024.**

Vice-Chairperson Lizcano introduced the item.

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

- C) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST CREATED FROM THE PROMO EXAM FOR BATTALION CHIEF FOR THE FIRE DEPARTMENT ON WEDNESDAY, SEPTEMBER 4, 2024.**

Vice-Chairperson Lizcano introduced the item.

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

- D) 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 WEDNESDAY, SEPTEMBER 4, 2024.**

Vice-Chairperson Lizcano introduced the item.

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

- E) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST CREATED FROM THE PROMOTIONAL EXAM FOR LIEUTENANT FOR THE FIRE DEPARTMENT ON WEDNESDAY, SEPTEMBER 4, 2024.**

Vice-Chairperson Lizcano introduced the item.

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

F) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE RAW AND FINAL SCORES FROM THE PROMO EXAM FOR SERGEANT FOR THE POLICE DEPARTMENT ON THURSDAY, SEPTEMBER 5, 2024.

Vice-Chairperson Lizcano introduced the item.

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

G) CONSIDERATION AND ACTION, IF ANY, ON APPROVING AND ACCEPTING THE ELIGIBILITY LIST CREATED FROM THE PROMO EXAM FOR SERGEANT FOR THE POLICE DEPARTMENT ON THURSDAY, SEPTEMBER 5, 2024.

Vice-Chairperson Lizcano introduced the item.

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

H) CONSIDERATION AND POSSIBLE ACTION TO DETERMINE WHETHER A CERTAIN EXAM QUESTION SHOULD BE ELIMINATED FROM THE PROMO EXAM FOR LIEUTENANT FOR THE FIRE DEPARTMENT DUE TO MISINTERPRETATION OF AN "X" MARKING ON THE EXAM.

Vice-Chairperson Lizcano introduced the item.

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

ITEM 4. ADMINISTRATIVE REPORTS

A) POLICE DEPARTMENT AND FIRE DEPARTMENT REPORT

Vice-Chairperson Lizcano introduced the item.

Juan Gonzalez, Police Chief, announced the 4th Annual "Stick by Me" event recently held and the upcoming Annual "Trunk or Treat" event. Chief Gonzalez further reported the retirement of Officer Doroteo Fonseca who served 21 years with the City of Pharr Police Department.

Vice-Chairperson Lizcano and Board Member Puente thanked Officer Fonseca for his 2 decades of service.

Pilar Rodriguez, Fire Chief, briefly reported the upcoming promotions that will take place with the approval of eligibility lists from this meeting. Chief Rodriguez also announced the upcoming events that will be taking place at the city park pavilion in October to celebrate and spread awareness of Fire Prevention month.

Chairperson Lizcano commended Chief Rodriguez on the great efforts and support he puts into the Fire Department.

B) CIVIL SERVICE DIRECTOR'S REPORTS

Vice-Chairperson Lizcano introduced the item.

Civil Service Director Veronica Ramirez introduced the agreement of the Collective Bargaining Contracts and the re-appointment of Vice-Chairperson Lizcano.

C) CIVIL SERVICE BOARD COMMENTS

Vice-Chairperson Lizcano introduced the item.

Board Member Puente commented on the recent mental and suicide awareness events and the support he and his clinic provided and the outstanding participation and involvement from the community.

ITEM 5. CLOSED SESSION

The time being 9:06 a.m., Vice-Chairperson Lizcano stated the commission would be entering into closed session in accordance with Chapter 551 of the Texas Govt. Code to discuss agenda items listed in the public portion of the agenda and Pursuant to Sections 551.071, 551.074, 551.076 and 551.084.

ITEM 6. RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY, ON ANY ITEM(S) DISCUSSED IN THE EXECUTIVE SESSION.

The time being 9:12 a.m., Vice-Chairperson Lizcano stated the commission would be resuming the open meeting.

ITEM 7. ADJOURNMENT

There being no further business to come before, Board Member Vittorio Puente moved to adjourn. Vice-Chairperson Mario Lizcano seconded the motion and

when put to a vote, it was carried unanimously. The meeting was adjourned at 9:23 a.m.

Chairperson Dolores Rodriguez

Vice-Chairperson Mario Lizcano

Board Member Vittorio Puente



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.B.

DATE SUBMITTED: November 21, 2024

MEETING DATE: November 26, 2024

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Veronica Ramirez

Agenda Item: Consideration and Action, if any, on approving and accepting the raw and final scores and approving and accepting the eligibility list created from the promotional exam for Engineer / Fire Inspector for the Fire Department on Wednesday, October 30, 2024. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: No issue

Fiscal Consideration:

Staff Recommendation: Approval of scores and eligibility list as presented.

Alternatives:

Exclude Material from Public Packet? No

Reason:

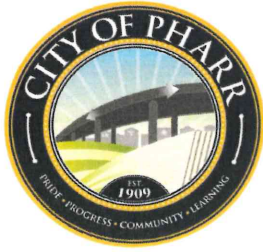
ROUTING:

Beatriz Fuentes

Created/Initiated - 11/21/2024

Ashley Melendez

Final Approval - 11/21/2024



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. 0747	76	86
2. 7916	73	76
3. 3723	72	75
4. 8215	69	69
5. 0296	65	65
6. 4177	60	60
7. 5333	60	60
8. 2834	59	59
9. 1566	58	58
10. 5239	57	57
11. 6793	56	56
12. 9744	53	53
13. 4657	50	50
14. 3801	48	48

This is a result of the promotional exam administered Wednesday, October 30, 2024, for the rank of Engineer / Fire Inspector in the fire department.


Veronica Ramirez, HR/Civil Service Director

POSTED: Oct. 30, 2024



Pharr



**ELIGIBILITY LIST
PROMOTIONAL EXAM
FIRE DEPARTMENT
ENGINEER / FIRE INSPECTOR
OCTOBER 30, 2024**

1. Heriberto Diaz
2. Christian Molina
3. George Gonzalez

The eligibility list created for the rank of Engineer / Fire Inspector from the promotional exam held Wednesday, October 30, 2024, 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 NOVEMBER 26, 2024.

Veronica Ramirez, Human Resources / Civil Service Director

Posted: Tuesday, November 26, 2024.



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.C.

DATE SUBMITTED: November 21, 2024

MEETING DATE: November 26, 2024

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Veronica Ramirez

Agenda Item: Consideration and Action, if any, on approving and accepting the raw and final scores and approving and accepting the eligibility list created from the entry level exam for Police Officer for the Police Department on Saturday, November 16, 2024. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: No issue

Fiscal Consideration:

Staff Recommendation: Approval of scores and eligibility list as presented.

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Ashley Melendez

Created/Initiated - 11/21/2024
Final Approval - 11/21/2024



Pharr

Human Resources



Lname	FName	MI	Raw Score	Final Score
CABRIALES	MICHAEL		95	100
RODRIGUEZ	VIVIAN		96	96
MARQUEZ	BRANDON	M	91	96
MORENO	RUDY	J	94	94
OSUNA	ELY		89	94
GARZA	MELVIN	Y	89	94
MACIAS	JUAN	M	87	92
PEREZ	JOSE	J	87	92
LOPEZ	HUGO	A	91	91
RAMIREZ	JOSE	M	89	89
ALONZO	NICK		88	88
PINON	RAUL		88	88
LEYVA	VALENTIN		88	88
LOPEZ	NOEL		83	88
GONZALEZ	ANTHONY	C	87	87
REYES	MARCOS		87	87
CONTRERAS	JONATHAN	R	87	87
SALINAS	EUGENIO		87	87
GONZALEZ	ASHLEY		87	87
CARMONA	JASON	I	86	86
GARZA	JESUS		85	85
REYNA	JOE	J	80	85
CASTILLO	ATILANO		84	84
CONTRERAS	ALFONSO	J	82	82
CONTRERAS	ADRIAN		77	82
CAVAZOS	DESTINY	A	81	81
FLORES	ANTHONY		81	81

Lname	FName	MI	Raw Score	Final Score
GARCIA	DILLON		81	81
GONZALEZ	VICTOR	E	81	81
CHAVEZ JR	GERARDO		80	80
SANCHEZ	JAVIER		80	80
CAMPOS	JESUS	M	79	79
INOSTROZA	KATHIA		79	79
MENDOZA	ADRIAN		79	79
RAMIREZ	MARLYN		78	78
ROMO	ROGELIO	U	78	78
MEADE	OSCAR	J	78	78
RAMOS	ESPERANZ	M	78	78
DIAZ	ASHLEY		78	78
VILLARREAL	JESUS	V	78	78
CARRASCO	MICHAEL	A	76	76
MANNING	ANDRAE	T	76	76
SILVAGONZALEZ	GUILLERM		76	76
RUIZ	EMMANUEL		75	75
VEGA	ALAN		75	75
SANCHEZ	JUAN	M	74	74
GARCIA	MARK	A	73	73
CASTRO	CARLO		73	73
LOPEZ	EVA	E	72	72
ALANIS	CRISTAL		72	72
AUSTIN	DEVANTE	E	65	65
ROSALEZ	MACARIO	S	61	61
CANTU	SEBASTIA		55	55
JALOMO	MARIO		48	48

This is a result of the entry-level exam administered for Police Officer on Saturday, November 16, 2024.

Veronica Ramirez - Human Resources / Civil Service Director



Pharr

Human Resources



	Lname	FName	MI
1	CABRIALES	MICHAEL	
2	RODRIGUEZ	VIVIAN	
3	MARQUEZ	BRANDON	M
4	MORENO	RUDY	J
5	OSUNA	ELY	
6	GARZA	MELVIN	Y
7	MACIAS	JUAN	M
8	PEREZ	JOSE	J
9	LOPEZ	HUGO	A
10	RAMIREZ	JOSE	M
11	ALONZO	NICK	
12	PINON	RAUL	
13	LEYVA	VALENTIN	
14	LOPEZ	NOEL	
15	GONZALEZ	ANTHONY	C
16	REYES	MARCOS	
17	CONTRERAS	JONATHAN	R
18	SALINAS	EUGENIO	
19	GONZALEZ	ASHLEY	
20	CARMONA	JASON	I
21	GARZA	JESUS	
22	REYNA	JOE	J
23	CASTILLO	ATILANO	
24	CONTRERAS	ALFONSO	J
25	CONTRERAS	ADRIAN	
26	CAVAZOS	DESTINY	A
27	FLORES	ANTHONY	

	Lname	FName	MI
28	GARCIA	DILLON	
29	GONZALEZ	VICTOR	E
30	CHAVEZ JR	GERARDO	
31	SANCHEZ	JAVIER	
32	CAMPOS	JESUS	M
33	INOSTROZA	KATHIA	
34	MENDOZA	ADRIAN	
35	RAMIREZ	MARLYN	
36	ROMO	ROGELIO	U
37	MEADE	OSCAR	J
38	RAMOS	ESPERANZ	M
39	DIAZ	ASHLEY	
40	VILLARREAL	JESUS	V
41	CARRASCO	MICHAEL	A
42	MANNING	ANDRAE	T
43	SILVAGONZALEZ	GUILLERM	
44	RUIZ	EMMANUEL	
45	VEGA	ALAN	
46	SANCHEZ	JUAN	M
47	GARCIA	MARK	A
48	CASTRO	CARLO	
49	LOPEZ	EVA	E
50	ALANIS	CRISTAL	

This is a result of the entry-level exam administered for Police Officer on Saturday, November 16, 2024

Veronica Ramirez - Human Resources / Civil Service Director



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 3.D.

DATE SUBMITTED: November 21, 2024

MEETING DATE: November 26, 2024

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT: HR

DIRECTOR: Veronica Ramirez

Agenda Item: Consideration and Action, if any, on approving and accepting the raw and final scores and on approving and accepting the eligibility list created from the entry level exam for Fire Fighter for the Fire Department on Saturday, November 23, 2024. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: No issue

Fiscal Consideration:

Staff Recommendation: Approval of scores and eligibility list as presented.

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes
Ashley Melendez

Created/Initiated - 11/21/2024
Final Approval - 11/21/2024



AGENDA MEMORANDUM

BOARD: Civil Service Commission

AGENDA ITEM #: 4.A.

DATE SUBMITTED:

MEETING DATE: November 26, 2024

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT:

DIRECTOR:

Agenda Item: Police Department and Fire Department Report

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes

Created -

Ricardo Rodriguez

Jamison Merrick

City Management Office



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 4.B.

DATE SUBMITTED:

MEETING DATE: November 26, 2024

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT:

DIRECTOR:

Agenda Item: Civil Service Director's Report

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes

Created -

Ricardo Rodriguez

Jamison Merrick

City Management Office



AGENDA MEMORANDUM



BOARD: Civil Service Commission

AGENDA ITEM #: 4.C.

DATE SUBMITTED:

MEETING DATE: November 26, 2024

FROM: Beatriz Fuentes, HR Coordinator

DEPARTMENT:

DIRECTOR:

Agenda Item: Civil Service Board Comments

Classification: Regular

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

Issue:

Fiscal Consideration:

Staff Recommendation:

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Beatriz Fuentes

Created -

Ricardo Rodriguez

Jamison Merrick

City Management Office