

**MINUTES
CIVIL SERVICE COMMISSION**

The Civil Service Commission met in a Regular Called Meeting on Tuesday, April 30, 2024, 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
Board Member, Vittorio Punte

STAFF PRESENT: Veronica Ramirez, HR/CS Director
Ashley Melendez, Asst. HR/CS Director
Bea Fuentes, HR Coordinator/CS assistant
Pilar Rodriguez, Fire Chief
Alberto 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

Chairperson Rodriguez called the meeting to order at 9:00 a.m. and Roll call established a quorum.

Board Member Punte moved, and Chairperson Rodriguez seconded to excuse Vice-Chairperson Lizcano for being absent from the meeting.

ITEM 2 PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3 REGULAR AGENDA – OPEN SESSION:

A) APPROVAL OF MINUTES FOR MARCH 26, 2024. THIS ITEM SUPPORTS SOUND GOVERNANCE AND FISCAL SUSTAINABILITY

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Punte moved to approve minutes as submitted. Chairperson Rodriguez 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 LIEUTENANT FOR THE POLICE DEPARTMENT ON WEDNESDAY, APRIL 10, 2024.

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Puente moved to approve scores as submitted. Chairperson Rodriguez 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 FROM THE PROMO EXAM FOR LIEUTENANT FOR THE POLICE DEPARTMENT ON WEDNESDAY, APRIL 10, 2024.

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Puente moved to approve the list as submitted. Chairperson Rodriguez seconded the motion and when put to a vote, it was carried unanimously.

D) CONSIDERATION AND POSSIBLE ACTION, IF ANY, ON APPROVING THE SOURCE LIST FOR PROMOTIONAL EXAMINATION FOR ENGINEER/FIRE INSPECTOR FOR THE FIRE DEPARTMENT.

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Puente moved to approve the list as submitted. Chairperson Rodriguez seconded the motion and when put to a vote, it was carried unanimously.

E) CONSIDERATION AND POSSIBLE ACTION, IF ANY, ON APPROVING THE SOURCE LIST FOR PROMOTIONAL EXAMINATION FOR LIEUTENANT FOR THE FIRE DEPARTMENT.

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Puente moved to approve the list as submitted. Chairperson Rodriguez seconded the motion and when put to a vote, it was carried unanimously.

F) CONSIDERATION AND POSSIBLE ACTION, IF ANY, ON APPROVING THE SOURCE LIST FOR PROMOTIONAL EXAMINATION FOR BATTALION CHIEF FOR THE FIRE DEPARTMENT.

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Puente moved to approve the list as submitted. Chairperson Rodriguez seconded the motion and when put to a vote, it was carried unanimously.

G) CONSIDERATION AND POSSIBLE ACTION, IF ANY, ON APPROVING THE SOURCE LIST FOR PROMOTIONAL EXAMINATION FOR DEPUTY CHIEF/FIRE MARSHALL FOR THE FIRE DEPARTMENT.

Chairperson Rodriguez introduced the item.

Board Member, Vittorio Puente moved to approve the list as submitted. Chairperson Rodriguez seconded the motion and when put to a vote, it was carried unanimously.

ITEM 4. ADMINISTRATIVE REPORTS

A) POLICE DEPARTMENT AND FIRE DEPARTMENT REPORT

Chairperson Rodriguez introduced the item.

Pilar Rodriguez, Fire Chief, briefly reported the retirement of Firefighter Santos Beas after 26 years of service, creating a vacancy in the department.

Juan Gonzalez, Police Chief, reported that National Police Officer week is recognized in the month of May, and they are in the process of scheduling events in observance. Chief Gonzalez further reported the retirement of Investigator Roberto Vasquez and of Assistant Police Chief Joel Robles who served for 30 years. He further stated that there was a retirement ceremony scheduled for Chief Robles for Friday, May 3rd at 2:00pm and the Board was invited to attend.

B) CIVIL SERVICE DIRECTOR'S REPORTS

Chairperson Rodriguez introduced the item.

Civil Service Director Veronica Ramirez introduced Jessica Ramirez from HR who was unavailable to attend the last meeting but who would be assisting with civil service in the future.

C) CIVIL SERVICE BOARD COMMENTS

Chairperson Rodriguez introduced the item.

Board Member Puente announced that this day was recognized as National Bugs Bunny Day and the month of May, National Mental Health Awareness Month. As a mental health expert, Mr. Puente would like to call attention to this, not only during the month of May but during the entire year. Mental Health has deteriorated in the past 15 years amongst most of those in the United States.

Chief Gonzalez announced that in recognition of mental awareness month, there is a "Mind Matters" event scheduled for May 17, 2024, at the Pharr One center from 6-8pm.

ITEM 5. CLOSED SESSION

None

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

None

ITEM 7. ADJOURNMENT

There being no further business to come before, Board Member Puente **moved** to adjourn. Chairperson Rodriguez seconded the motion and when put to a vote, it was carried unanimously. The meeting was adjourned at 9:12 a.m.


Chairperson Dolores Rodriguez


Vice-Chairperson Mario Lizcano


Board Member Vittorio Puente

BEATRIZ FUENTES 9/30/25
HR