

PUBLIC NOTICE

Civil Service Commission Meeting

The Civil Service Commission has scheduled a meeting on **Monday, February 24, 2020**, at **6:30 pm**, at City Hall, 308 W. San Antonio Street, Lockhart, Texas:

Agenda

1. Discussion and/or action regarding approval of Commission minutes of December 9, 2019. 2-4
2. Discussion and/or action regarding amending Section 143.023 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding disqualification/rejection for fire fighter applicants. 5-10
3. Discussion and/or action regarding amending Section 143.031 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding eligibility for police department promotional examinations. 11-15
4. Discussion and/or action regarding approval of Exam Source List for the Position of Police Sergeant (Lockhart Police Department). 16-19
5. Director's Report.
 - Police Officer entrance exam will be held Saturday, February 29, 2020.
 - Police Lieutenant exam will be held Tuesday, March 3, 2020.
 - Retirement celebration for Police Captain John Roescher will be held Friday, February 28, 2020.

6. Adjournment.

If, during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Lockhart Firefighters' and Police Officers' Civil Service Commission will convene in such executive or closed session, in accordance with the provisions of the Government Code, Title 5, Subchapter D to consider one or more matters pursuant to the following:

Section 551.071. Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; (2) and/or a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with this chapter.

Section 551.072. To deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.073. To deliberate a negotiated contract for a prospective gift or donation to the state or the governmental body if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.074. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

Section 551.076. To deliberate the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.086. To deliberate vote or take final action on any competitive matters relating to public power utilities.

Section 551.087. To deliberate or discuss regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

Section 551.088. To deliberate a test item or information related to a test item if the governmental body believes that the test item may be included in a test the governmental body administers to individuals who seek to obtain or renew a license or certificate that is necessary to engage in an activity.

After discussion of any matters in executive session, any final action or vote taken will be in public by the Lockhart Firefighters' and Police Officers' Civil Service Commission.

Posted on the City Hall Public Notice Board located at the rear of 308 W. San Antonio Street, Lockhart, Texas on this the 21st day of **February 2020**, at 11:03 am.

**CITY OF LOCKHART-
FIRE FIGHTERS' AND POLICE OFFICERS' CIVIL SERVICE COMMISSION**

Civil Service Commission Meeting Monday, December 9, 2019 6:30 P.M.

Commissioners present:

Chairman Worlanda Neal
Commissioner Yolanda Strey
Commissioner Ray Sanders

Staff present:

Ernest Pedraza, Police Chief
Julie Bowermon, Civil Service Director

Chairman Neal called the meeting of the Civil Service Commission to order on this date at **6:30 p.m.**

Agenda

1. Discussion and/or action regarding approval Commission minutes of April 1, 2019.

Chairman Neal requested corrections to the Civil Service Commission minutes of April 1, 2019. There were none.

Commissioner Sanders made a motion to approve Civil Service Minutes of April 1, 2019. Commissioner Strey seconded. The motion carried by a vote of 3-0.

2. Discuss and/or action regarding appointing Dr. Brandy Miller and Dr. Frances B. Douglas to perform psychological examinations for entry level positions in the City of Lockhart Fire Department and Police Department; and authorizing the Civil Service Director to determine which appointed psychologist to utilize during the hiring process.

Ms. Bowermon stated Dr. Miller was appointed in 2017 to perform the required psychological exams on entry level fire fighters and police officers and has produced satisfactory work. She currently does psychological exams for several agencies including Williamson County and the cities of: Austin, Kyle, and Lakeway, as well as Lockhart. At times, Dr. Miller's workload results in a delay in our hiring process as it can take multiple weeks to get an appointment scheduled. Dr. Miller has recommended that applicants be evaluated by Dr. Frances B. Douglas, as needed, to reduce delay. Dr. Douglas currently works in Dr. Miller's office and assists with Dr. Miller's workload as needed. Dr. Douglas' experience includes serving as the Chief Psychologist for the Texas Department of Public Safety from 1998-2015 and independent practice performing public safety psychological evaluations from 2016 to the present. Both the Fire Chief and the Police Chief have reviewed Dr. Douglas' resume and experience.

There was further discussion.

Commissioner Sanders made a motion to appoint Dr. Brandy Miller and Dr. Frances B. Douglas to perform psychological examinations for entry level positions in the City of Lockhart Fire Department and Police Department; and authorizing the Civil Service Director to determine which appointed psychologist to utilize during the hiring process. Commissioner Strey seconded. The motion carried by a vote of 3-0.

3. **Discussion and/or action regarding approval of suspending/waiving the requirement of three candidates for the upcoming Police Lieutenant exam (date to be determined), for this exam only, thereby acknowledging and authorizing that two candidates participating in this exam ensure a competitive examination.**

Ms. Bowermon stated Police Lieutenant Chris Knudsen has announced he will retire in early 2020. A promotional exam is necessary to fill this anticipated vacancy. TxLGC 143.031 requires that the exam be first opened to Sergeants with at least 2 years of experience as a Sergeant. Local Rules Section 143.031(3) requires that those Sergeants hold an intermediate peace officer certification and Section 143.032 requires that at least 3 candidates compete in a promotional exam. Currently the department has 4 Sergeants. All 4 hold an intermediate certification or higher. However, only 2 of the 4 have been in the Sergeant rank for at least 2 years. The other 2 Sergeants were recently promoted to Sergeant in October 2019. TxLGC 143.031(c) requires that if there is not an adequate number of police officers with 2 years of experience, the Commission may open the exam to police officers with less than 2 years, in other words, all Sergeants.

Chief Pedraza stated he has contacted each of the 2 senior Sergeants and they have both expressed interest in competing for the Lieutenant vacancy. Considering the responsibilities of a Lieutenant, he recommends the exam be open to the senior Sergeants who have 2 or more years in the rank.

There was further discussion.

Commissioner Strey made a motion to approve suspending/waiving the requirement of three candidates for the upcoming Police Lieutenant exam (date to be determined), for this exam only, thereby acknowledging and authorizing that two candidates participating in this exam ensure a competitive examination. Commissioner Sanders seconded. The motion carried by a vote of 3-0.

4. **Discuss elect a Commission Chairperson and Vice-Chairperson to serve from January 1, 2020 to December 31, 2020.**

Commissioner Sanders made a motion to elect Worlanda Neal as Chairperson and Yolanda Strey as Vice-Chairperson to serve from January 1, 2020 to December 31, 2020. Chairman Neal seconded. The motion carried by a vote of 3-0.

5. **Director's Report.**

- **TML/TMHRA Annual Civil Service Workshop January 30-31, 2020 in San Marcos.**

6. **Adjournment.**

Commissioner Sanders made a motion to adjourn the meeting. Chairman Neal seconded. The motion carried by a vote of 3-0. The meeting was adjourned at 6:58pm

PASSED and APPROVED this 24th day of February, 2020.

Signed:

Worlanda Neal, Chairman

Yolanda Strey, Commissioner

Ray Sanders, Commissioner

ATTEST:

Julie Bowermon, Civil Service Director

**CITY OF LOCKHART
FIRE FIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION
AGENDA ITEM**

Commission Meeting Date: February 24, 2020

Department: Civil Service

Department Head: Julie Bowermon

Signature: *Julie Bowermon 2.20.2020*

CAPTION

Discussion and/or action regarding amending Section 143.023 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding disqualification/rejection for fire fighter applicants.

SUMMARY OF ITEM

In 2007 when the local rules were adopted, Local Rule Section 143.023 (4) (k) (1) included a disqualification guideline for police and fire applicants that had consumed marijuana within 5 years of applying for a police officer or fire fighter position. At that time, the minimum age requirement for a fire fighter in Lockhart was 19. Since then, the Commission has lowered the minimum age requirement to 18. Often, the Lockhart Fire Department hires new fire fighters in their early 20's. A 5-year waiting period of marijuana consumption can reduce the number of qualified, certified fire fighter applicants because of poor decisions while in their teen/high school years. The average waiting period for other civil service cities is 2 years. By continuing to hold a 5-year waiting period, Lockhart could potentially be losing these qualified, certified fire fighter applicants to other cities.

After carefully considering the fire fighter applicant waiting period for marijuana consumption and a desire to bring Lockhart fire fighter hiring standards within the average of other civil services cities, the City Manager, Fire Chief, and Civil Service Director recommend this amendment.

This proposed amended only applies to fire fighter applicants. Police officer applicants will still be required to meet a 5-year waiting period.

STAFF RECOMMENDATIONS

Staff recommends amending Section 143.023 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding disqualification/rejection for fire fighter applicants.

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PROPOSED AMENDMENT:

Section 143.023 ELIGIBILITY FOR BEGINNING POSITION

(4) CAUSE FOR REJECTION FOR FIRE FIGHTERS AND POLICE OFFICERS

- (k) Applicant has used illicit substances as indicated by the following guidelines:

An applicant may be temporarily or permanently disqualified if it has been determined by the City that, or he/she has admitted to, conduct which constitutes excessive and/or recent use of illicit substance(s) or excessive use of intoxicants, under the following guidelines:

- (1) For police officer applicants: Consumption of marijuana within the last 5 years. For fire fighter applicants: Consumption of marijuana within the last 2 years.
- (2) Consumption of paints, gases or other abusable chemicals.
- (3) Unlawful consumption of any Texas Health and Safety Code Penalty Groups I and II drugs (excluding Marijuana).
- (4) Unlawful consumption of any Texas Health and Safety Code Penalty Groups III, IV, or V drugs within the last 10 years.

Lockhart Fire Rescue Memorandum



To: Lockhart Civil Service Commission

Cc: Julie Bowermon

From: Randy Jenkins; Fire Chief

Date: January 13, 2020

Subject: Amendment to Marijuana Use Disqualifier Time Limits

I am requesting the civil service commission to consider amending the marijuana use policy in the Lockhart Local Civil Service Rules. The policy is currently marijuana use within the 5 years previous to the hiring process, I am recommending the time be reduced to marijuana use within 2 years previous to the hiring process. The justification includes;

- In researching other Texas Civil Service cities, the average is around two (2) years (see attachment). The goal is to be within the average of other civil service cities.
- Five (5) years is an excessive disqualifier for the limited use of marijuana at a young age.
- Lockhart Fire Rescue recruits are often in their early 20's. Any use of marijuana would eliminate their employment opportunity.

W.R. Jenkins

Fire Chief / EMC

Lockhart Fire Rescue



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Marijuana Use Hiring Disqualifiers - January 2020

City	Document	Date	Policy	Years
New Braunfels	Local Civil Service Rules	August 26, 2019	Page 17	3
Taylor	Local Civil Service Rules	November 15, 2017	No time given, case by case (Page 15)	1
Cedar Park	Local Civil Service Rules	September 13, 2019	Page 14	2
Cleburne	Local Civil Service Rules	March 19, 2019	Page 33	2
Carrollton	Entry Requirements Website	January 1, 2020	Page 2	2
Georgetown	Local Civil Service Rules	May 13, 2016	No time given, case by case (Page 21)	1
Belton	Local Civil Service Rules	January 1, 2020	Page 3 (Summary Document)	3
Average Marijuana Disqualifier Time				2.0

City of Lockhart

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*Austin Fire does not mention marijuana use in their published disqualifiers.

Civil Service Commission Meeting
Lockhart, Texas
February 24, 2020
ACTION ITEM RECORD

We, the below named members of the Civil Service Commission, Lockhart, Texas, have met on **Monday, February 24, 2020**, at 6:30 p.m. at City Hall, 308 W. San Antonio Street, for the purpose of conducting a public meeting to consider among other things **amending Section 143.023 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding disqualification/rejection for fire fighter applicants**. We have been assured by the Civil Service Director that this meeting was posted in full compliance with the State of Texas Open Meetings Act.

After participating in a discussion regarding the item it was our determination to vote on **amending Section 143.023 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding disqualification/rejection for fire fighter applicants as follows:**

Section 143.023 ELIGIBILITY FOR BEGINNING POSITION
(4) CAUSE FOR REJECTION FOR FIRE FIGHTERS AND POLICE OFFICERS

- (k) Applicant has used illicit substances as indicated by the following guidelines:

An applicant may be temporarily or permanently disqualified if it has been determined by the City that, or he/she has admitted to, conduct which constitutes excessive and/or recent use of illicit substance(s) or excessive use of intoxicants, under the following guidelines:

- (1) **For police officer applicants: Consumption of marijuana within the last 5 years. For fire fighter applicants: Consumption of marijuana within the last 2 years.**
- (2) Consumption of paints, gases or other abusable chemicals.
- (3) Unlawful consumption of any Texas Health and Safety Code Penalty Groups I and II drugs (excluding Marijuana).
- (4) Unlawful consumption of any Texas Health and Safety Code Penalty Groups III, IV, or V drugs within the last 10 years.

We, the current members of the Civil Service Commission, Lockhart, Texas, voted as follows on the above action item:

Approve () Disapprove ()

Worlanda Neal, Chair-person

Date

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Approve () Disapprove ()

Yolanda Strey, Commissioner

Date

Approve () Disapprove ()

Ray Sanders, Commissioner

Date

ATTEST: _____
Julie Bowermon, Civil Service Director

This document shall become part of the official Civil Service Commission file to be maintained by the Civil Service Director, or his/her successors.

**CITY OF LOCKHART
FIRE FIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION
AGENDA ITEM**

Commission Meeting Date: February 24, 2020	
Department: Civil Service	
Department Head: Julie Bowermon	Signature: <i>Julie Bowermon 2.21.2020</i>
CAPTION	
Discussion and/or action regarding amending Section 143.031 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding eligibility for police department promotional examinations.	
SUMMARY OF ITEM	
Texas Local Government Code Chapter 143.031 sets the minimum requirements for police department promotions. In 2007 when the local rules were adopted, Local Rule Section 143.031 included certification requirements for police department promotions, in addition to the minimum requirements set in statute. After carefully considering the responsibilities and duties of promotional positions in the Lockhart Police Department, as well as a need to bring the Local Rules in line with the state statute, it is recommended to remove the certification requirements from the Local Rules. Staff has consulted Civil Service Attorney Julia Gannaway and reviewed promotional requirements of other civil service cities.	
STAFF RECOMMENDATIONS	
Staff recommends amending Section 143.031 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding eligibility for police department promotional examinations.	

Texas Local Government Code Chapter 143.031

Sec. 143.031. ELIGIBILITY FOR POLICE DEPARTMENT PROMOTIONAL EXAMINATION. (a) Each promotional examination is open to each police officer who for at least two years immediately before the examination date has continuously held a position in the classification that is immediately below, in salary, the classification for which the examination is to be held.

(b) If the department has adopted a classification plan that classifies positions on the basis of similarity in duties and responsibilities, each promotional examination is open to each police officer who has continuously held for at least two years immediately before the examination date a position at the next lower pay grade, if it exists, in the classification for which the examination is to be held.

(c) If there are not sufficient police officers in the next lower position with two years' service in that position to provide an adequate number of persons to take the examination, the commission shall open the examination to persons in that position with less than two years' service. If there is still an insufficient number, the commission may open the examination to persons in the second lower position, in salary, to the position for which the examination is to be held.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

PROPOSED AMENDMENT:

Section 143.031 ELIGIBILITY FOR POLICE DEPARTMENT PROMOTIONAL EXAMINATION

See Section 143.031, Chapter 143

- (1) For an employee hired after October 30, 2007, the length of service for determining the eligibility for taking a promotional examination shall include the probationary period in the Lockhart Police Department. For an employee hired prior to October 30, 2007, the probationary period shall be counted towards eligibility for taking a promotional examination. The length of the probationary periods for employees hired prior to October 30, 2007, may be different.
- ~~(2) The qualifications for a Lockhart Police Captain shall include advanced certification as a peace officer, as established by TCLEOSE, at time of examination.~~
- ~~(3) The qualifications for a Lockhart Police Lieutenant shall include intermediate certification as a peace officer, as established by TCLEOSE, at time of examination.~~
- ~~(4) The qualifications for a Lockhart Police Sergeant shall include intermediate certification as a peace officer, as established by TCLEOSE, at time of examination.~~

Civil Service Commission Meeting
Lockhart, Texas
February 24, 2020
ACTION ITEM RECORD

We, the below named members of the Civil Service Commission, Lockhart, Texas, have met on **Monday, February 24, 2020**, at 6:30 p.m. at City Hall, 308 W. San Antonio Street, for the purpose of conducting a public meeting to consider among other things **amending Section 143.031 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding eligibility for police department promotional examinations.** We have been assured by the Civil Service Director that this meeting was posted in full compliance with the State of Texas Open Meetings Act.

After participating in a discussion regarding the item it was our determination to vote on **amending Section 143.031 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding eligibility for police department promotional examinations as follows:**

Section 143.031 ELIGIBILITY FOR POLICE DEPARTMENT PROMOTIONAL EXAMINATION

See Section 143.031, Chapter 143

(1) For an employee hired after October 30, 2007, the length of service for determining the eligibility for taking a promotional examination shall include the probationary period in the Lockhart Police Department. For an employee hired prior to October 30, 2007, the probationary period shall be counted towards eligibility for taking a promotional examination. The length of the probationary periods for employees hired prior to October 30, 2007, may be different.

~~(2) The qualifications for a Lockhart Police Captain shall include advanced certification as a peace officer, as established by TCLEOSE, at time of examination.~~

~~(3) The qualifications for a Lockhart Police Lieutenant shall include intermediate certification as a peace officer, as established by TCLEOSE, at time of examination.~~

~~(4) The qualifications for a Lockhart Police Sergeant shall include intermediate certification as a peace officer, as established by TCLEOSE, at time of examination.~~

We, the current members of the Civil Service Commission, Lockhart, Texas, voted as follows on the above action item:

Approve () Disapprove ()

Worlanda Neal, Chair-person

Date

Approve () Disapprove ()

Yolanda Strey, Commissioner

Date

Approve () Disapprove ()

Ray Sanders, Commissioner

Date

ATTEST: _____
Julie Bowermon, Civil Service Director

This document shall become part of the official Civil Service Commission file to be maintained by the Civil Service Director, or his/her successors.

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**CITY OF LOCKHART
FIRE FIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION
AGENDA ITEM**

Commission Meeting Date: February 24, 2020

Department: Civil Service

Department Head: Julie Bowermon

Signature: *Julie Bowermon 2.21.2020*

CAPTION

Discussion and/or action regarding approval of Exam Source List for the Position of Police Sergeant (Lockhart Police Department).

SUMMARY OF ITEM

Texas Local Government Code Chapter 143.029 requires that the Commission post a notice that lists the sources used to develop promotional exams and the list must be posted for at least 90 days before an exam can be given. A list was approved in 2018 for Sergeant. The list included the source "Lockhart Police Department Policy and Procedures Manual with revisions as of August 3, 2018." That document has been revised and is now titled "Lockhart Police Department General Orders with revisions as of January 1, 2020." The proposed Sergeant exam source list reflects the revised document. To prevent a delay in promotions, staff respectfully asks that the Commission approve the proposed Exam Source List for the Position of Police Sergeant.

STAFF RECOMMENDATIONS

Staff recommends approval of Exam Source List for the Position of Police Sergeant (Lockhart Police Department).

CURRENT LIST

EXAM SOURCE LIST

for the position of

SERGEANT

LOCKHART POLICE DEPARTMENT

1. Supervision of Police Personnel (7th edition); by Nathan F. Iannone, Marvin P. Iannone, & Jeff Bernstein;
2. Texas Penal Code;
3. Texas Family Code;
4. Police Ethics, A Matter of Character (2nd edition); by Douglas W. Perez and J. Alan Moore; and
5. Lockhart Police Department Policy and Procedures Manual with revisions as of August 3, 2018.

Approved by the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission on August 13, 2018.

I hereby certify that the above exam source list was posted on this the 15th day of August, 2018, at 9:32 am, on the Police Station Bulletin Board located at 214 Bufkin Lane, Lockhart, Texas, 78644.

Signed:



Julie Bowermon

Civil Service Director

DO NOT REMOVE THIS NOTICE FROM THE BOARD.

For additional copies of this notice, please contact Police Chief Ernest Pedraza or Civil Service Director Julie Bowermon. Thank you for your cooperation.

CURRENT LIST

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PROPOSED LIST

EXAM SOURCE LIST for the position of SERGEANT LOCKHART POLICE DEPARTMENT

1. Supervision of Police Personnel (7th edition); by Nathan F. Iannone, Marvin P. Iannone, & Jeff Bernstein;
2. Texas Penal Code;
3. Texas Family Code;
4. Police Ethics, A Matter of Character (2nd edition); by Douglas W. Perez and J. Alan Moore; and
5. Lockhart Police Department General Orders with revisions as of January 1, 2020.

Approved by the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission on February 24, 2020.

I hereby certify that the above exam source list was posted on this the ___ day of February, 2020, at _____ am/pm, on the Police Station Bulletin Board located at 214 Bufkin Lane, Lockhart, Texas, 78644.

Signed:

Julie Bowermon
Civil Service Director

PROPOSED LIST

DO NOT REMOVE THIS NOTICE FROM THE BOARD.

For additional copies of this notice, please contact Police Chief Ernest Pedraza or Civil Service Director Julie Bowermon. Thank you for your cooperation.

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Civil Service Commission Meeting

Lockhart, Texas

February 24, 2020

ACTION ITEM RECORD

We, the below named members of the Civil Service Commission, Lockhart, Texas, have met on **Monday, February 24, 2020**, at 6:30 p.m. at City Hall, 308 W. San Antonio Street, for the purpose of conducting a public meeting to consider among other things the **approval of Exam Source List for the position of Police Sergeant (Lockhart Police Department)**. We have been assured by the Civil Service Director that this meeting was posted in full compliance with the State of Texas Open Meetings Act.

After participating in a discussion regarding the need to establish an exam source list for the position of Sergeant it was our determination to vote on the approval of the below exam source list:

EXAM SOURCE LIST

for the position of

SERGEANT

LOCKHART POLICE DEPARTMENT

1. Supervision of Police Personnel (7th edition); by Nathan F. Iannone, Marvin P. Iannone, & Jeff Bernstein;
2. Texas Penal Code;
3. Texas Family Code;
4. Police Ethics, A Matter of Character (2nd edition); by Douglas W. Perez and J. Alan Moore; and
5. Lockhart Police Department General Orders with revisions as of January 1, 2020.

We, the current members of the Civil Service Commission, Lockhart, Texas, voted as follows on the above action item:

Approve () Disapprove ()

Worlanda Neal, Chair-person

Date

Approve () Disapprove ()

Yolanda Strey, Commissioner

Date

Approve () Disapprove ()

Ray Sanders, Commissioner

Date

ATTEST:

Julie Bowermon, Civil Service Director

This document shall become part of the official Civil Service Commission file to be maintained by the Civil Service Director, or his/her successors.

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