

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

Civil Service Commission Meeting Monday, February 24, 2020 6:30 P.M.

Commissioners present:

Chairman Worlanda Neal
Commissioner Yolanda Strey (absent)
Commissioner Ray Sanders

Staff present:

Randy Jenkins, Fire Chief
Ernest Pedraza, Police Chief
Jesse Bell, Police Lieutenant
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 December 9, 2019.

Chairman Neal requested corrections to the Civil Service Commission minutes of December 9, 2019. There were none.

Commissioner Sanders made a motion to approve Civil Service Minutes of December 9, 2019. Chairman Neal seconded. The motion carried by a vote of 2-0 (Commissioner Strey was not present).

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.

Ms. Bowermon stated in 2007 when the local rules were adopted, 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 minimum age has been lowed to 18 for fire fighter. A 5-year waiting period could 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. Staff respectfully requests lowering the 5 years to 2 years for fire fighters, police officers will still be held to the 5-year waiting period.

Commissioner Sanders expressed concerned that this amendment may reduce the Fire Chief's discretion when hiring relating to the frequency of past usage. Fire Chief Jenkins stated this will lower the limit from 5 to 2 years and still allow rejection for high frequency. Further, he can request a variance from the City Manager. Police Chief Pedraza stated this 2 year period does not apply to police applicants, considering the occupation and drug law enforcement of officers he prefers to leave the usage at 5 years for police officers but agrees with lowering to 2 years for fire fighters.

There was discussion regarding possibilities of future legalization of marijuana and how this may impact the local rules and hiring standards.

Commissioner Sanders made a motion to amend 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 presented. Chairman Neal seconded. The motion carried by a vote of 2-0 (Commissioner Strey was not present).

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.

Ms. Bowermon stated 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 by the statute. After carefully considering the responsibilities and duties of promotional positions, 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.

Police Chief Pedraza stated being a small police department with a relatively young police force, the certification requirements limit how many officers are eligible to compete for promotions. Removing the certifications and increasing the number of officers eligible to test makes the promotional process more competitive. The Local Rules currently require a candidate for Police Captain hold an advanced certification, but only one officer in the department has this. The Chief appoints the Captain, removing the certification requirement creates a more competitive pool for his consideration.

There was further discussion.

Commissioner Sanders made a motion to amend 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 presented. Chairman Neal seconded. The motion carried by a vote of 2-0 (Commissioner Strey was not present).

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

Ms. Bowermon stated that Texas Local Government Code Chapter 143.029 requires that the Commission post a list of the sources used to develop promotional exams, this list must be posted for at least 90 days before an exam can be given. The current list was approved in 2018 and included the source

“Lockhart Police Department Policies 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.

Commissioner Sanders suggested staff explore not using dates on the general orders, instead using terminology such as “with the latest revisions.” Department general orders are revised from time to time and using “with the latest revisions” could eliminate a need for the Commission to reconsider an exam source list each time the general orders are revised. Police Chief Pedraza stated he supports the suggestion.

Commissioner Sanders made a motion to approve the Exam Source List for the Position of Police Sergeant (Lockhart Police Department) as presented. Chairman Neal seconded. The motion carried with a vote of 2-0 (Commissioner Strey was not present).

5. Director’s Report.

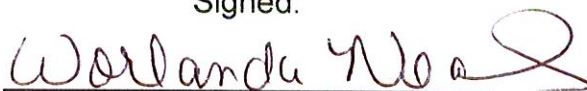
- Police Officer entrance exam will be held Saturday, February 29, 2020. If the number of applicants exceeds the available space in the Glosserman Room, the exam will be relocated to the City Council Chambers. If this happens, Ms. Bowermon will email the Commission regarding the location change, the exam will not be cancelled.
- 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.

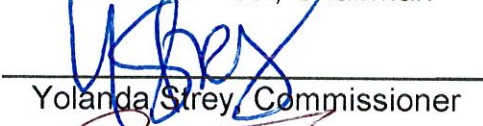
Commissioner Sanders made a motion to adjourn the meeting. Chairman Neal seconded. The motion carried by a vote of 2-0 (Commissioner Strey was not present). The meeting was adjourned at 7:17pm.

PASSED and APPROVED this 18th day of May, 2020.

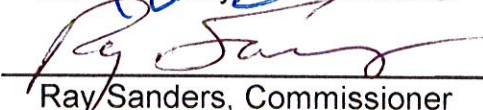
Signed:



Worlanda Neal, Chairman



Yolanda Strey, Commissioner



Ray Sanders, Commissioner

ATTEST:



Julie Bowermon, Civil Service Director