

PUBLIC NOTICE
Civil Service Commission Meeting

The Civil Service Commission has scheduled a meeting on **Monday, October 22, 2018, 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 August 13, 2018. 2-6
2. Discussion and/or action regarding approval of opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only. 2-8
3. Director's Report.
 - Police Sergeant exam scheduled for December 10, 2018.
 - Police Officer exam to be scheduled for December 15, 2018.
 - TML/TMHRA Annual Civil Service Workshop Jan 31 & Feb 1 in Arlington.

4. 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.

I hereby certify that the above public notice of meeting was posted on this the 17th day of **October, 2018**, at 11:35am, on the City Hall Public Notice Board located at the rear of 308 W. San Antonio Street, Lockhart, Texas.

Signed:


Julie Bowermon
Civil Service Director

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

Civil Service Commission Meeting

August 13, 2018

6:30 P.M.

Commissioners present:

Chairman Worlanda Neal
Commissioner Yolanda Strey
Commissioner Ray Sanders

Staff present:

Randy Jenkins, Fire Chief
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 May 21, 2018.**

Chairman Neal requested corrections to the Civil Service Commission minutes of May 21, 2018. There were none.

Commissioner Sanders made a motion to approve Civil Service Minutes of May 21, 2018. Commissioner Strey seconded. The motion carried by a vote of 3-0.

- 2. Discussion and/or action regarding approval of opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only.**

Ms. Bowermon stated the an Engineer vacancy would occur in the very near future. Chapter 143.030(b) requires that the exam be opened to employees in the next lower class with 2 years of experience. There are currently no Firefighters within the department that meet the 2 year requirement. The Commission can then open the exam to Firefighter with less than 2 years, in other words all Firefighters within the department.

There was further discussion.

Commissioner Sanders made a motion to approve opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only. Commissioner Strey seconded. The motion carried by a vote of 3-0.

- 3. Discussion and/or action regarding petition submitted by Police Chief Ernest Pedraza to terminate the alternate promotional system adopted in 2013 for the Lockhart Police Department.**

Ms. Bowermon stated in 2013 an alternate promotional system was proposed by former Police Chief Michael Lummus and was elected by the Police Department. The system applied to all promotional positions: Sergeant, Lieutenant, and Captain. Police Chief Pedraza has submitted a petition to terminate the system.

The intent is to terminate the alternate promotional system, which includes Captain. The City Council will then be asked to consider making the Police Captain an appointed position. When a Captain vacancy occurs, it would be filled by the Chief selecting an officer from within the department that meets the current statutory requirements. Chief Pedraza stated he supported moving the Captain position into an appointed position to allow the Chief some control over the management level of the department, to ensure that the person in that position is in line with the Chief's vision of the department. He has spoken with the Lockhart Police Association president and vice-president regarding removing the alternate promotion system and they weren't even aware that such a system existed. Chief Pedraza stated that he has not asked staff their opinion about making the position appointed, as that is a matter for the Chief. If the department wanted to go forward with an alternate promotional system in the future that did not include the Captain, Chief Pedraza stated that he would support it.

There was further discussion.

Commissioner Strey made a motion of, after reviewing the petition made by Police Chief Pedraza to terminate the alternate promotional system adopted in 2013 for the Lockhart Police Department, to terminate the alternate system. Commissioner Sanders seconded. The motion carried by a vote of 3-0.

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

Ms. Bowermon stated that the current Police Sergeant was approved in 2012. Police Chief Pedraza has requested that the Lockhart Police Department Policy and Procedures Manual with revisions as of August 3, 2018 be added to the source list. Also, the department policy and procedures is currently available at the Police Department on the police computer server, officers have access to the server at all times when in the station. She has also requested that the Police Department print out a copy of the policy and procedures and make it available to the officers. The laws on the reading list are available at the station as well as online for officers to access anytime from any device with internet. Officers can purchase the books on their own or use the copy provided at the station. Commissioner Sanders asked if there were newer versions of the books available. Chief Pedraza stated he didn't know but wanted to keep the book editions as is for the exam.

There was further discussion.

Commissioner Sanders made a motion to approve the Exam Source List for the position of Police Sergeant (Lockhart Police Department) to include:

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.

Commissioner Strey seconded. The motion carried by a vote of 3-0.

5. Director's Report.

- Fire Fighter exam scheduled for September 8, 2018;
- Police Officer exam scheduled for September 22, 2018;
- Police Sergeant promotional exam to be scheduled for about 90 days out.

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 7:06pm

PASSED and APPROVED this 22nd day of October, 2018.

Signed:

Worlanda Neal, Chairman

Yolanda Strey, Commissioner

Ray Sanders, Commissioner

ATTEST:

Julie Bowermon, Civil Service Director

Julie Bowermon

From: yolanda strey <ystrey@yahoo.com>
Sent: Wednesday, August 29, 2018 6:09 PM
To: Julie Bowermon
Subject: Re: minutes draft

I am good with this.

Yolanda

Sent from Yahoo Mail on Android

On Wed, Aug 29, 2018 at 10:43 AM, Julie Bowermon
<jbowermon@lockhart-tx.org> wrote:

Please review the draft minutes from August 13, 2018. Any changes?

Thanks!

Julie

(512) 398-3461

Julie Bowermon

From: Ray Sanders <rsanval@aol.com>
Sent: Wednesday, August 29, 2018 12:39 PM
To: Julie Bowermon
Subject: Re: minutes draft

Minutes look good to me.

-----Original Message-----

From: Julie Bowermon <jbowermon@lockhart-tx.org>
To: Ray Sanders <rsanval@aol.com>; Worlanda Neal <nealy_blu@yahoo.com>; Yolanda C. Strey (ystrey@yahoo.com) <ystrey@yahoo.com>
Sent: Wed, Aug 29, 2018 10:43 am
Subject: minutes draft

Please review the draft minutes from August 13, 2018. Any changes?

Thanks!

Julie

(512) 398-3461

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

Commission Meeting Date: October 22, 2018

Department: Civil Service

Department Head: Julie Bowermon

Signature: *Julie Bowermon 10-17-18*

CAPTION

Discuss and consider approval of opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only.

SUMMARY OF ITEM

There is an Engineer vacancy.

Chapter 143.030(b) requires that the exam be opened to employees in the next lower class with 2 years of experience.

There are currently no Firefighters within the department that meet the 2 year requirement.

Chapter 143.030(d) requires that if there is not an adequate number of Firefighters in the next lower level with 2 years of experience, the Commission may open the exam to Firefighters with less than 2 years (in other words, all Firefighters within the department). This would open the exam to approximately 6 firefighters.

STAFF RECOMMENDATIONS

Staff recommends approval of opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only.

Civil Service Commission Meeting

Lockhart, Texas

October 22, 2018

ACTION ITEM RECORD

We, the below named members of the Civil Service Commission, Lockhart, Texas, have met on **Monday, October 22, 2018** 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, opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only.** 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 the approval of, **opening the current Fire Engineer exam (date to be determined) to all Firefighters in the Lockhart Fire Department in order to ensure a competitive exam – for this exam and this exam only.**

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

Approve () Disapprove ()

Worlanda Neal, Commissioner

Date

Approve () Disapprove ()

Yolanda Strey, Commissioner

Date

Approve () Disapprove ()

_Not Present

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.