

PUBLIC NOTICE

Civil Service Commission Meeting

The Civil Service Commission has scheduled a meeting on **Monday, April 1, 2019, 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 November 13, 2018. 2-4
2. Discussion and/or action regarding approval of Exam Source List for the position of Police Lieutenant (Lockhart Police Department). 5-9
3. Discussion and/or action regarding acknowledgement that there are currently 3 Sergeants within the Lockhart Police Department that have completed at least 2 years in the rank of Sergeant and hold an intermediate peace officer certification. These 3 Sergeants are eligible to compete in the upcoming Police Lieutenant exam (date to be determined). 10-14
4. Discussion and/or action regarding approval of, in the event that 3 eligible Sergeants within the Lockhart Police Department do not complete a "notice of intent to test" for the upcoming Police Lieutenant exam (date to be determined), the Commission authorizes the Director to open to all Sergeants in the Lockhart Police Department who hold an intermediate peace officer certification, regardless of tenure, AND in this examination only, provide that two candidates ensure a competitive examination, thereby suspending/waiving the requirement of three candidates for this examination only. 15-16
5. Director's Report.
 - Fire Fighter entrance exam was held Saturday, March 30, 2019.
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.

I hereby certify that the above public notice of meeting was posted on this the 29th day of **March, 2019, at 8:38 am**, 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 Tuesday, November 13, 2018 6:30 P.M.

Commissioners present:

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

Staff present:

Randy Jenkins, Fire Chief
Ernest Pedraza, Police Chief
Julie Bowermon, Civil Service Director

Commission Strey 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 October 22, 2018.

Commissioner Strey requested corrections to the Civil Service Commission minutes of October 22, 2018. There were none.

Commissioner Sanders made a motion to approve Civil Service Minutes of October 22, 2018. Commissioner Strey seconded. The motion carried by a vote of 2-0 (Chairman Neal was not present).

2. Discuss and elect a Commission Chairperson and Vice-Chairperson to serve from January 1, 2019 to December 31, 2019.

Ms. Bowermon stated that Worlanda Neal had recently been reappointed to the Commission for another 3-year term.

There was further discussion.

Commissioner Sanders made a motion to leave the chairperson as Commissioner Neal and vice-chairperson as Commissioner Strey for 2019. Commissioner Strey seconded. The motion carried by a vote of 2-0 (Chairman Neal was not present).

3. Discussion and/or action regarding approval of opening the current Fire Captain Exam (date to be determined) to all Fire Engineers within the Lockhart Fire Department, regardless of tenure; waiving the 4 years of service in the department requirement; and waiving the rule of "3" to ensure a competitive exam – for this exam and this exam only.

Ms. Bowermon stated that there is currently a Fire Captain vacancy in the Fire Department. Chapter 143.030(b) requires that the exam be opened to Engineers with 2 years of experience. Also, Chapter 143.028(a) requires that a firefighter must have served 4 years in the department to be eligible for a promotion to Captain. By doing this, no employee would be eligible for the upcoming Fire Captain exam. Ms. Bowermon recommended opening the exam to all Engineers, regardless of tenure. Ms. Bowermon stated that currently the department has 2 Engineers and 1 vacant Engineer. A promotional exam is set for December to fill the Engineer vacancy. However, in the chance that no one

passes the Engineer exam and the vacancy isn't filled in time for the Captain exam, Ms. Bowermon recommended that to prevent delay, the "rule of 3" be waived and allow that only 2 employees be required to sit to take the Captain exam.

Fire Chief Jenkins concurred. There was further discussion.

Commissioner Sanders made a motion to approve opening the current Fire Captain Exam (date to be determined) to all Fire Engineers within the Lockhart Fire Department, regardless of tenure; waiving the 4 years of service in the department requirement; and waiving the rule of "3" to ensure a competitive exam – for this exam and this exam only. Commissioner Strey seconded. The motion carried by a vote of 2-0 (Chairman Neal was not present).

4. Discussion and/or action regarding amending Section 143.033 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding promotional examination grades and seniority point requirements.

Ms. Bowermon stated that in 2007 when the local rules were adopted, Local Rule Section 143.033 included a requirement that both fire and police promotional candidates must score a minimum of 70 on the written exam to receive seniority points. In 2013 the Police Department elected an alternate promotional system that created a different standard of scoring and awarding seniority points to police promotional candidates. Later, in the court ruling of City of New Braunfels v. Tovar (Austin Court of Appeals) interpreted the Texas Local Government Code to mean that police officers did not have to make a 70 to get seniority points, which trumps local rules. However at that time, Lockhart was operating under an alternate promotional system. So, the case law had no effect on Lockhart. In August 2018, the alternate promotional system was terminated. To harmonize current case law with the Local Rules, LR Section 143.033 should be amended to remove the requirement of police promotional candidates scoring a minimum of 70 to receive seniority points.

Commissioner Sanders made a motion to approve amending Section 143.033 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding promotional examination grades and seniority point requirements. Commissioner Strey seconded. The motion carried by a vote of 2-0 (Chairman Neal was not present).

5. Discussion and/or action regarding amending Section 143.0251 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding reappointment of police officers.

Ms. Bowermon stated the Police Chief has the option of reappointing a police officer that has resigned from the Lockhart Police Department. Under civil service this is available to police officers only, not to fire fighters. Currently Local Rule Section 143.0251 limits the reappointment to classified police officers, in other words police officers that have completed their 12 – 18 month civil service probation. The proposed amendment allows for a police officer to be

reappointed regardless if their probation has been completed. For example, if a police officer that has been with the department for 11 months resigns and then requests to be reappointment, under the proposed amendment the Police Chief would have the discretion to grant the reappointment.

Commissioner Sanders questioned probation lengths and asked if reappointed, how long of a probationary period would the reappointed officer serve. Ms. Bowermon stated that a certified police office serves a 12 month probation. However, when hiring a cadet who later becomes a certified officer, the employee can serve up to 18 months probation to allow the department the opportunity to evaluate the police officer for a full 12 months. A reappointed police officer is required to serve a 12 month probation upon reappointment.

Commissioner Sanders made a motion to approve amending Section 143.0251 of the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations regarding reappointment of police officers. Commissioner Strey seconded. The motion carried by a vote of 2-0 (Chairman Neal was not present).

6. Director's Report.

- **Police Sergeant exam scheduled for December 10, 2018.**
- **Police Officer exam scheduled for December 15, 2018.**
- **TML/TMHRA Annual Civil Service Workshop Jan 31 & Feb 1 in Arlington**

7. Adjournment.

Commissioner Sanders made a motion to adjourn the meeting. Commissioner Strey seconded. The motion carried by a vote of 2-0 (Chairman Neal was not present). The meeting was adjourned at 6:51pm

PASSED and APPROVED this 1st day of April, 2019.

Signed:

Worlanda Neal, Chairman

Yolanda Strey, Commissioner

Ray Sanders, Commissioner

ATTEST:

Julie Bowermon, Civil Service Director

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

Commission Meeting Date: April 1, 2019	
Department: Civil Service	
Department Head: Julie Bowermon	Signature: <i>Julie Bowermon 32819</i>
CAPTION	
Discussion and/or action regarding approval of Exam Source List for the position of Police Lieutenant (Lockhart Police Department).	
SUMMARY OF ITEM	
<p>Chapter 143.029 of the Texas Local Government Code 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 for Police Lieutenant was approved in 2014. Police Chief Ernest Pedraza has requested that the following 3 materials be added to the list from 2014: Lockhart Police Department Policy and Procedures Manual with revisions as of August 3, 2018, It's your Ship: Management Techniques from the Best Damn Ship in the Navy, and Community Policing: A Contemporary Perspective. The proposed exam source list includes all 3 sources from the 2014 list and adds the 3 requested from Chief Pedraza.</p> <p>To prevent a delay in promotions staff asks that the Commission approve the Exam Source List for the Position of Police Lieutenant.</p>	
STAFF RECOMMENDATIONS	
Commission approves the proposed Exam Source List for the position of Police Lieutenant.	

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CURRENT LIST

EXAM SOURCE LIST for the position of LIEUTENANT LOCKHART POLICE DEPARTMENT

1. Police Administration (3rd Edition); by Larry K. Gaines and John L. Worrall;
2. City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations; Adopted September 24, 2007; Effective October 30, 2007.
3. Chapter 143 of the Texas Local Government Code.

Approved by the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission on January 17, 2014.

I hereby certify that the above exam source list was posted on this the 21st day of JANUARY, 2014, at 1:00 pm, on the Police Station Bulletin Board located at 214 Bufkin Lane, Lockhart, Texas, 78644.

Signed:.

Julie Bowermon

Julie Bowermon

Civil Service Director

DO NOT REMOVE THIS NOTICE FROM THE BOARD.

For additional copies of this notice, please contact Police Chief Michael Lummus 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
LIEUTENANT
LOCKHART POLICE DEPARTMENT

1. Police Administration (3rd Edition); by Larry K. Gaines and John L. Worrall.
Publisher: Cengage Learning; 3 Edition (January 25, 2011)
ISBN-10: 1439056390
ISBN-13: 978-1439056394
2. City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations; Adopted September 24, 2007; Effective October 30, 2007.
3. Chapter 143 of the Texas Local Government Code.
4. Lockhart Police Department Policy and Procedures Manual with revisions as of August 3, 2018.
5. It's Your Ship: Management Techniques from the Best Damn Ship in the Navy (10th Anniversary Edition); by D. Michael Abrashoff.
Publisher: Grand Central Publishing; 10th Anniversary Revised & Updated Edition (October 9, 2012)
ISBN-10: 145552302X
ISBN-13: 978-1455523023
6. Community Policing: A Contemporary Perspective (7th Edition); by Victor E. Kappeler and Larry K. Gaines.
Publisher: Routledge; 7 Edition (February 15, 2015)
ISBN-10: 0323340490
ISBN-13: 978-0323340496

Approved by the City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission on April 1, 2019.

I hereby certify that the above exam source list was posted on this the ____ day of _____, 2019, at _____ 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

April 1, 2019

ACTION ITEM RECORD

We, the below named members of the Civil Service Commission, Lockhart, Texas, have met on **Monday, April 1, 2019**, 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 Lieutenant (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

LIEUTENANT

LOCKHART POLICE DEPARTMENT

1. Police Administration (3rd Edition); by Larry K. Gaines and John L. Worrall.
Publisher: Cengage Learning; 3 Edition (January 25, 2011)
ISBN-10: 1439056390
ISBN-13: 978-1439056394
2. City of Lockhart Fire Fighters' and Police Officers' Civil Service Commission Rules and Regulations; Adopted September 24, 2007; Effective October 30, 2007.
3. Chapter 143 of the Texas Local Government Code.
4. Lockhart Police Department Policy and Procedures Manual with revisions as of August 3, 2018.
5. It's Your Ship: Management Techniques from the Best Damn Ship in the Navy (10th Anniversary Edition); by D. Michael Abrashoff.
Publisher: Grand Central Publishing; 10th Anniversary Revised & Updated Edition (October 9, 2012)
ISBN-10: 145552302X
ISBN-13: 978-1455523023
6. Community Policing: A Contemporary Perspective (7th Edition); by Victor E. Kappeler and Larry K. Gaines.
Publisher: Routledge; 7 Edition (February 15, 2015)
ISBN-10: 0323340490
ISBN-13: 978-0323340496

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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.

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

Commission Meeting Date: April 1, 2019

Department: Civil Service

Department Head: Julie Bowermon

Signature: *Julie Bowermon 32819*

CAPTION

Discussion and/or action regarding acknowledgement that there are currently 3 Sergeants within the Lockhart Police Department that have completed at least 2 years in the rank of Sergeant and hold an intermediate peace officer certification. These 3 Sergeants are eligible to compete in the upcoming Police Lieutenant exam (date to be determined).

SUMMARY OF ITEM

The Lockhart City Council has authorized the creation of an additional Police Lieutenant effective July 1, 2019. This increases the number of Lieutenants from 2 to 3. A promotional exam is necessary to fill the newly created position.

TxLGC Chapter 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. Also, Local Rules Section 143.032 requires that at least 3 candidates compete in a promotional exam.

Currently the department has 4 Sergeants. All four hold an intermediate peace officer certification. But, only 3 of 4 have been in the Sergeant rank for at least 2 years.

This agenda item is formally acknowledging there are currently 3 Sergeants within the Lockhart Police Department that have completed at least 2 years in the rank of Sergeant and hold an intermediate peace officer certification. These 3 Sergeants are eligible to compete in the upcoming Police Lieutenant exam.

The Civil Service Director would be able to hold an exam IF all 3 of the eligible Sergeants sit for the exam. The next item on tonight's agenda proposes action in the event that all 3 DO NOT sign up to take the exam.

STAFF RECOMMENDATIONS

Staff recommends acknowledgement that there are currently 3 Sergeants within the Lockhart Police Department that have completed at least 2 years in the rank of Sergeant and hold an intermediate peace officer certification. These 3 Sergeants are eligible to compete in the upcoming Police Lieutenant exam (date to be determined).

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Tx Local Government Code 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.

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LOCAL RULES

Section 143.029 PROMOTIONAL EXAMINATION NOTICE
See Section 143.029, Chapter 143

Promotional examinations shall not be scheduled unless there is a vacancy in the classification or unless a retirement or resignation has been announced or is reasonably certain to occur. In the event more than 90 days elapses between the occurrence of the vacancy and a permanent promotion into the vacant position, the successful candidate may receive retroactive pay to the 91st day after the permanent vacancy occurred, if the candidate was eligible for promotion on the 90th day.

Section 143.030 ELIGIBILITY FOR FIRE DEPARTMENT PROMOTIONAL EXAMINATION

See Section 143.030, Chapter 143

The length of service for determining the eligibility for taking a promotional examination shall include the probationary period in the Lockhart Fire Department.

A fire fighter's prior service, whether part-time or full-time, with the City does not count toward meeting the two (2) year requirement established in 143.030(b) and (e). A fire fighter, who is rehired, is not given credit for prior service to determine eligibility to take a promotional examination.

Before being eligible for promotion, a fire fighter must successfully pass a drug test and a criminal conviction check.

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.

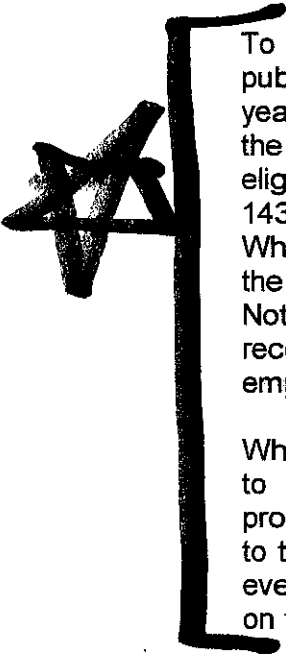
LOCAL RULES

Section 143.032 PROMOTIONAL EXAMINATION PROCEDURE See Section 143.032, Chapter 143

- (1) **EXAMINATIONS**—An examination shall be of such nature that it will test the relative capacity and fitness of the person examined to discharge the duties of the particular position to which he/she seeks appointment.

The actual conduct of every examination shall be under the direction of the Director who shall be responsible to the Commission. The Director shall have the authority to designate a Test Administrator, who shall be responsible for administering the examination. The Director may also select one or more persons as Test Monitor to assist in the administering, proctoring and grading of an entrance examination. An examination shall be conducted on an "as needed" basis. Written exams shall be purchased from an outside vendor, as determined by the Director.

The Commission or Director may, because of the small number of eligible promotional candidates for any position, or because of any other good and sufficient reasons, such as death in the immediate family, public emergency, unavailability of test site, etc., postpone an examination to a later date.



To provide for a competitive promotional examination so as to better serve the public, at least three (3) qualified candidates in the next lower position with two years' service shall sit for an examination. If there are not three (3) candidates in the next lower position, the Commission shall follow the procedures relating to eligibility for promotional examinations outlined in Section 143.030(d) and 143.031(c) until at least three (3) qualified candidates sit for the examination. When more than one vacancy exists at the time an examination is to be given, the Director shall determine whether the number of examinees who have filed Notices of Intent to Test is competitive. If necessary, the Director shall make a recommendation to the Commission to open the examination to additional employees, as outlined in Section 143.030(d) and 143.031(c).

When there are not enough candidates eligible to take a promotional examination to make it competitive under this Rule, and if the promotional examination process exceeds ninety days as a result of obtaining enough qualified candidates to take the examination, then retroactive back pay may be paid to the applicant eventually appointed to the vacancy, if the applicant was qualified to be promoted on the 90th day.

No person shall deceive or obstruct any person in respect of his/her right of examination under the provision of these rules and the Civil Service Act; or falsely mark, grade or report the examination or standing of any person examined hereunder; or aid or furnish any special information for the purpose of either improving or injuring the rating of any such person for appointment or promotion. No promotional candidate shall deceive the Commission for the purpose of improving his/her chance for appointment or promotion.

- (2) **NOTICE OF INTENT TO TEST**—An employee shall complete a Notice of Intent to Test, as prescribed by the Director, in order to take a promotional examination. Failure to make application in the manner prescribed in the "Notice of

Civil Service Commission Meeting

Lockhart, Texas

April 1, 2019

ACTION ITEM RECORD

We, the below named members of the Civil Service Commission, Lockhart, Texas, have met on **Monday, April 1, 2019**, 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 **acknowledgement that there are currently 3 Sergeants within the Lockhart Police Department that have completed at least 2 years in the rank of Sergeant and hold an intermediate peace officer certification. These 3 Sergeants are eligible to compete in the upcoming Police Lieutenant exam (date to be determined).**

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 **acknowledgement that there are currently 3 Sergeants within the Lockhart Police Department that have completed at least 2 years in the rank of Sergeant and hold an intermediate peace officer certification. These 3 Sergeants are eligible to compete in the upcoming Police Lieutenant exam (date to be determined).**

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 ()

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: April 1, 2019

Department: Civil Service

Department Head: Julie Bowermon

Signature: *Julie Bowermon 3.28.19*

CAPTION

Discussion and/or action regarding approval of, in the event that 3 eligible Sergeants within the Lockhart Police Department do not complete a "notice of intent to test" for the upcoming Police Lieutenant exam (date to be determined), the Commission authorizes the Director to open to all Sergeants in the Lockhart Police Department who hold an intermediate peace officer certification, regardless of tenure, AND in this examination only, provide that two candidates ensure a competitive examination, thereby suspending/waiving the requirement of three candidates for this examination only.

SUMMARY OF ITEM

Although there are 3 eligible Sergeants for the upcoming Lieutenant exam, not all 3 have expressed interest in taking the exam. This creates the question of who can test if all 3 do not sign up for the exam. To prevent delay in filling the new Lieutenant position, this item is being proposed. Initially the exam will be open to the 3 eligible Sergeants. On the exam notice the Civil Service Director will include a deadline for the 3 eligible Sergeants to submit a "notice of intent to test." If all 3 do not submit the notice, the Director will then open the exam to ALL Sergeants and hold the exam with a minimum of 2 candidates.

STAFF RECOMMENDATIONS

Staff recommends approval of, in the event that 3 eligible Sergeants within the Lockhart Police Department do not complete a "notice of intent to test" for the upcoming Police Lieutenant exam (date to be determined), the Commission authorizes the Director to open to all Sergeants in the Lockhart Police Department who hold an intermediate peace officer certification, regardless of tenure, AND in this examination only, provide that two candidates ensure a competitive examination, thereby suspending/waiving the requirement of three candidates for this examination only.

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Civil Service Commission Meeting

Lockhart, Texas

April 1, 2019

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After participating in a discussion regarding the item it was our determination to vote on **the approval of, in the event that 3 eligible Sergeants within the Lockhart Police Department do not complete a "notice of intent to test" for the upcoming Police Lieutenant exam (date to be determined), the Commission authorizes the Director to open to all Sergeants in the Lockhart Police Department who hold an intermediate peace officer certification, regardless of tenure, AND in this examination only, provide that two candidates ensure a competitive examination, thereby suspending/waiving the requirement of three candidates for this examination 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 ()

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.