

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

Civil Service Commission Meeting Monday, April 1, 2019 6:30 P.M.

Commissioners present:

Chairman Worlanda Neal
Commissioner Yolanda Strey (absent)
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 November 13, 2018.

Chairman Neal requested corrections to the Civil Service Commission minutes of November 13, 2018. There were none.

Commissioner Sanders made a motion to approve Civil Service Minutes of November 13, 2018. Chairman Neal seconded. The motion carried by a vote of 2-0 (Commissioner Strey was not present).

2. Discuss and/or action regarding approval of Exam Source List for the position of Police Lieutenant (Lockhart Police Department).

Ms. Bowermon stated the most recent Police Lieutenant source list was approved in 2014. Police Chief Ernest Pedraza has requested that the following 3 materials be added to the list: 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.

There was further discussion.

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

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

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

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).**

Ms. Bowermon stated that with the creation of a third lieutenant position, effective July 1, 2019, it is necessary to hold a promotional exam. TxLGC Chapter 143.031 requires that the exam be first opened to Sergeants with at least 2 years of experience as a Sergeant. The Commission Local Rules require that those Sergeants hold an intermediate peace officer certification and that at least 3 candidates compete in a promotional exam. Ms. Bowermon further explained that the department has 4 Sergeants. All four hold an intermediate peace officer certification. But, only 3 of the 4 have been in the Sergeant rank for at least 2 years. This agenda item formally acknowledges that there are currently 3 Sergeants within the department that have completed at least 2 years as Sergeant, these 3 are eligible to compete in the upcoming Police Lieutenant exam.

Commissioner Sanders made a motion to acknowledge 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). 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, 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.

Ms. Bowermon stated that although there are 3 eligible Sergeants for the upcoming Lieutenant exam, not all 3 have expressed interest in taking 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. The exam notice will include a deadline for the 3 eligible Sergeants to sign up. If all 3 do not sign up, she will open the exam to all Sergeants and hold the exam with a minimum of 2 candidates.

There was further discussion.

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

5. Director's Report.

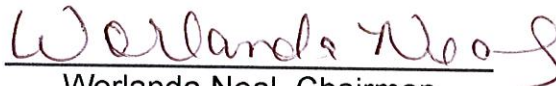
- Fire Fighter entrance exam was hold Saturday, March 30, 2019.

6. Adjournment.


Commissioner Sanders made a motion to adjourn the meeting. Chairman Neal seconded. The motion carried by a vote of 2-0 (Commission Strey was not present). The meeting was adjourned at 6:58pm

PASSED and APPROVED this 9th day of December, 2019.

Signed:



Worlanda Neal, Chairman




Yolanda Strey, Commissioner



Ray Sanders, Commissioner

ATTEST:



Julie Bowermon, Civil Service Director