REGULAR Called Meeting of the Civil Service Commission
January 22, 2020
Human Resources Training Room
601 E. Hickory St.
Denton, TX 76205

Present: Dr. Darhyl Ramsey, Chair; Lilyan Prado Carrillo, Commissioner; John Baines, Commissioner; Bob Summers, Police Lieutenant; Jason Eddington, Fire Community Services; Chuck Goodman, Fire Battalion Chief; Jason Kolba, Police Sergeant; Kenneth Hedges, Fire Chief; Tiffany Thomson, HR Director; Stephanie Lang, Civil Service Director; Diena Flores, Civil Service Secretary

Commissioner Ramsey brought the meeting to order at 3:33 p.m.

I There were no official guests, but Jason Eddington introduced himself as the Fire Community Services Officer who oversees the Recruit entry-level testing and hiring. Bob Summers, Police Lieutenant introduced himself as being in Internal Affairs and oversees the Lieutenant's promotional test.

II There were no public comments, however, the Chair explained the process to the other Commissioners. The name on the memo was changed to reflect the new Civil Service Director. The City Secretary suggested the date on the memo always be the current date of the meeting.

III The Commission considered the approval of the minutes for the December 13, 2019 meeting. Baines moved to approve. Prado seconded the motion, and it carried unanimously.

IV The Commission considered the approval of the minutes for the December 20, 2019 meeting. Prado moved to approve. Baines seconded the motion, and it carried unanimously.

V Chair and Vice-Chair were discussed. Prado made the motion that Ramsey continue as Chair. Baines seconded the motion and it carried unanimously. Baines made the motion for Prado to be Vice Chair. Ramsey seconded the motion, and it carried unanimously.

VI The Commission considered the approval of the Certification List for the position of Police Lieutenant from the promotional examination that was administered on October 25, 2019. Completion of written and oral presentations occurred on December 19th. Baines moved to approve. Prado seconded the motion, and it carried unanimously.

VII The Commission considered the approval of the Certification List for the position of Police Recruit from the entry-level examination that was administered on January 11, 2020. Sergeant Kolba noted the weather was very bad that day, which could have been one of the reasons for the low turnout. However, his numbers (those registered vs those who took the test) were about the same as they have been in previous years.

Banding was eliminated by the new meet and confer.

The department will start having three (3) tests per year instead of two (2) to bring in more people and correspond the tests with the academies.

Kolba explained they used a new test to decrease the failure rate. It appeared to be easier. Prado questioned if it was too easy. Kolba said it was a work in progress.

Because of the latest Meet and Confer, lateral hires are permissible allowing current officers from other agencies to be hired without taking the test. There was one candidate from another state that had applied to be a lateral hire. He did not know the status of his application and took the test, which he failed. The department is still accepting his application because of his experience and coming from a large agency. Prado expressed concern that someone was hired that could not pass the entrance examination and how it reflects on the department.

Baines moved to approve. Prado seconded the motion, and it carried unanimously.

VIII The Commission considered the approval of the Certification List for the position of Fire Recruit from the entry-level examination that was administered on January 11, 2020. Eddington noted their exam was held the same day of the Police recruit test and thought the weather could have played a part of low attendance as well but with competition from surrounding cities it is getting more difficult to attract people in general. Private sector competition. Chief Hedges noted it was a nationwide problem. He read an article on fire stations that are closing across the country because of lack of people. Requiring Personal History statements to be completed before they take the test also deters a lot of people because it is 30 pages of questions that require a lot of information.

They are currently concentrating on reaching out to the high school students explaining the advantages of being a fire fighter. They could come out of high school through the ATC program become fully certified. Jason also reaches out to some of the paramedic schools.

They would still like to continue requiring all the certifications. It would increase time and money to put them through training if they eliminated any of the certification requirements.

Baines moved to approve. Prado seconded the motion, and it carried unanimously.

IX The Commission considered the approval of the Position Opportunity Announcement to schedule the date, time, and location for the next Fire Driver promotional examination. Prado moved to approve. Baines seconded the motion, and it carried unanimously.

X The Commission considered the approval of the Position Opportunity Announcement to schedule the date, time, and location for the next Fire Captain promotional examination. Baines moved to approve. Prado seconded the motion, and it carried unanimously.

XI The Commission considered the approval of the Position Opportunity Announcement to schedule the date, time, and location for the next Fire Battalion Chief promotional examination. Baines moved to approve. Prado seconded the motion, and it carried unanimously.

XII The Commission considered the approval of the Position Opportunity Announcement to schedule the date, time, and location for the next Police Recruit entry-level examination. Director Lang asked if they word "minimum" be included in the second line of the first page so it will read "….. application process will be in effect for a minimum period of (6) months. Prado moved to approve with the additional modification. Baines seconded the motion, and it carried unanimously.

XIII At this time, there is nothing on the agenda for February. Fire Driver, Battalion Chief and Fire Captain promotional tests will be given in early March; therefore, any appeals for the promotional tests will be conducted at the March 25th meeting.

Commissioner Ramsey made the motion to adjourn the meeting at 4:06 p.m. Prado seconded the motion, and it carried unanimously.

Chair