AGENDA
WATAUGA CIVIL SERVICE COMMISSION MEETING
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
TUESDAY, APRIL 25, 2023
6:00 PM

CALL TO ORDER

ROLL CALL

INVOCATION

ANNOUNCEMENTS

PRESENTATIONS

PUBLIC COMMENT If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the City Council and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council as soon as practicable. Such report to the-City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action. Individual citizens addressing the City Council during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the Council and no formal Council action will be taken.

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to

other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

REPORTS FROM STAFF

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

ACTION ITEMS

1. Discuss and consider approval of the minutes from the Civil Service Commission Meeting held on December 27, 2022.

2. Discuss and consider action to approve and certify the Watauga Police Department Entrance Exam held March 25, 2023.

3. Discuss and consider action to approve and certify the Watauga Police Department - Corporal Promotional Eligibility List created April 3, 2023.

4. Discuss and consider action to approve and certify the Watauga Police Department - Sergeant Promotional Eligibility List created on April 11, 2023.

ADJOURNMENT

Meeting Notices and Reservation of Rights

The Civil Service Commission may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the [City Council/Board/Commission/Committee] to address a subject matter on the agenda. Action, if any, will be taken in open session.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may

attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, (817) 514-5812 OR FAX (817) 281-1991 FOR FURTHER INFORMATION.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on April 21, 2023, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

Linda Proskey, City Secretary

MINUTES
WATAUGA CIVIL SERVICE COMMISSION MEETING
TUESDAY, DECEMBER 27, 2022
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM

CALL TO ORDER

The Civil Service Commission Meeting of the City of Watauga of the City of Watauga, Texas was called to order at 6:01pm by Brian Downey.

ROLL CALL

Brian Downey – Member Place 1
TJ Crabill – Member Place 2
Renni Burt – Member Place 3
And
Juliet Rodriguez – HR Civil Service Director
Shawn Fannan – Fire Chief
Robert Parker – Police Chief

ANNOUNCEMENT

Julie Rodriguez – HR/Civil Service Director - Upcoming Police Sergeant Promotional Exams Written test Tuesday, February 14,2023 and Assessment Center Tuesday, February 28, 2023. Police Corporal Promotional Exam February 16, 2023, and Assessment Center on March 2, 2023.

PUBLIC COMMENT

None

REPORTS

None

PUBLIC TESTIMONY FOR ACTION ITEMS

None

ACTION ITEMS

1. Discuss and consider approval of the minutes from the Civil Service Commission Meeting held on 08/02/2022.

   Place 2 Crabill made a motion to approve the minutes from the Civil Service Commission meeting on 08/02/2022. The motion was seconded by Place 3 Renni Chairman Burt.

AYES:	Downey, Crabill, Burt
NAY:	None
ABSENT:	None
ABSTAIN:	None

2. Discussion and action on electing a Civil Service Commission Chairman and Vice Chairman as required by Local Government Code Chapter 143, Section 143.006 €.

Place 3 Renni Burt nominated Brian Downey to be the Chairman, the motion was seconded by Place 2 TJ Crabill. No other nominations received.

AYES:	Burt, Downey, Crabill
NAY:	None
ABSENT:	None
ABSTAIN:	None

Place 2 TJ Crabill nominated Renni Burt to be the Vice Chairman, the motion was seconded by Chairman Brian Downey. No other nominations received.

AYES:	Crabill, Downey
NAY:	None
ABSENT:	None
ABSTAIN:	Burt

3. Discussion and action to approve and certify the Watauga Fire Department Entry Examination Eligibility List for Exam held on December 2, 2022.

Juliet Rodriguez, HR/Civil Service Director – Entry Exam was held at the Watauga Fire Station on December 2, 2022, we had 7 candidates show up on Exam Date, of the 7 candidates we had 5 candidates pass. We request action to approve and certify the Watauga Fire Department Entrance Exam Eligibility List.

Vice Chairman Renni Burt made a motion to approve and certify the Watauga Fire Department Entry Examination Eligibility List and the motion was seconded by TJ Crabill.

AYES:	Crabill, Downey, Burt
NAY:	None
ABSENT:	None
ABSTAIN:	None

4. Discussion and action to approve and certify the Watauga Police Department Entry Examination Eligibility List for Exam held on December 8, 2022.

Juliet Rodriguez, HR/Civil Service Director – Entry Exam was held at the Watauga Police Entry Exam on December 8, 2022, we had 15 candidates show up on Exam Day of the 15 candidates we had 11 pass. We request action to approve and certify the Watauga Police Department Entrance Exam Eligibility List.

TJ Crabill made a motion to approve and certify the Watauga Police Department Entry Examination Eligibility List from Exam held December 8, 2022, and the motion was seconded by Vice Chairman Burt.

AYES:	Crabill, Downey, Burt
NAY:	None
ABSENT:	None
ABSTAIN:	None

ITEMS FOR FUTURE AGENDAS
None

ADJOURNMENT
With no further business to discuss, Chairman Downey adjourned the meeting at 6:38 pm.

APPROVED: this _____ day of _____, _____

SIGNED: this _____ day of _____, _____

ATTEST:

Juliet Rodriguez,
HR/Civil Service Director

APPROVED:

Chairman Brian Downey

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office.

POLICE DEPARTMENT ELIGIBILITY LIST

Exam Date: Saturday, March 25, 2023
Exam Location: Hector F. Garcia Community Center
7901 Indian Springs Road, Watauga, TX 76148

Rank	Applicant Identifier	Military Points	VO2	Exam Score	Total Score
1	144		64.14%	85	85
2	146		66.60%	84	84
3	143		33.38%	83	83
4	151		56.63%	82	82
5	155	5	57.29%	76	81
6	153	5	74.99%	75	80
7	152		49.06%	80	80
8	154		55.01%	79	79
9	147		48.95%	78	78
10	157		53.21%	77	77

An examination for the position of Police Officer was administered on March 25, 2023. The following eligibility list was created as a result of the examination. This list shall be in effect for 12 months from this date unless exhausted earlier.

Juliet Rodriguez
HR / Civil Service Director
City of Watauga
Certified and Posted 04/25/2023
Unless Exhausted List Expires March 25, 2024

POLICE CORPORAL PROMOTIONAL ELIGIBILITY LIST

Written Examination
Date: Monday, March 20, 2023

Assessment Center
Date: Monday, April 3, 2023

Location: Watauga Police Department Training Room, 7101 Whitley Road, Watauga, TX 76148

In accordance with the Watauga Police Department's Alternate Promotion System listed in the City of Watauga Firefighters' and Police Officers' Civil Service Rules and Regulations, below are the results of a promotional written examination for the position of Police Corporal administered on March 20, 2023, and assessment center administered on April 3, 2023, for the position of Police Corporal.

Rank	Candidate Identifier	Written Exam Score	Total Points for Written Exam (50%)	Assessment Center Score	Total Points for Assessment Center (50%)	Seniority Points	TCOLE Points	Total
1	7251	78	39.00	79.45	39.73	3	2	**83.73**
2	9725	73	36.50	73.25	36.63	3	2	**78.13**
3	0151	70	35.00	70.35	35.18	2	2	**74.18**

I, Juliet Rodriguez, Human Resources & Civil Service Director for the City of Watauga do hereby certify the above to be the true and correct results of the Police Corporal Promotional Written Examination and Assessment Center.

Juliet Rodriguez
Human Resources & Civil Service Director
City of Watauga
Approved, Certified and Posted April 25, 2023
Expires on March 20, 2024

POLICE SERGEANT PROMOTIONAL ELIGIBILITY LIST

Written Examination
Date: Tuesday, March 28, 2023

Assessment Center
Date: Tuesday, April 11, 2023

Location: Watauga Police Department Training Room, 7101 Whitley Road, Watauga, TX 76148

In accordance with the Watauga Police Department's Alternate Promotion System listed in the City of Watauga Firefighters' and Police Officers' Civil Service Rules and Regulations, below are the results of the promotional written examination for the position of Police Sergeant administered on March 28, 2023, and assessment center administered on April 11, 2023.

Rank	Candidate Identifier	Written Exam Score	Total Points for Written Exam (50%)	Assessment Center Score	Total Points for Assessment Center (50%)	Seniority Points	TCOLE Points	Total
1	5110	83	41.50	81.75	40.88	10	6	98.38
2	2042	84	42.00	87.47	43.74	6	4	95.74
3	7976	80	40.00	81.38	40.69	4	6	90.69
4	3147	76	38.00	71.8	35.90	10	6	89.90

I, Juliet Rodriguez, Human Resources & Civil Service Director for the City of Watauga do hereby certify the above to be the true and correct results Watauga Police Department Promotional Written Examination and Assessment Center.

Juliet Rodriguez
Human Resources & Civil Service Director
City of Watauga
Approved, Certified and Posted April 25, 2023
Expires on March 28, 2024