

**MINUTES
WATAUGA CIVIL SERVICE COMMISSION MEETING
TUESDAY, AUGUST 29, 2023
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:00 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 6:00 pm by Brian Downey.

ROLL CALL

Brian Downey – Member Place 1

TJ Crabill – Member Place 2

And

Juliet Rodriguez – HR/Civil Service Director

Robert Parker – Police Chief

Renni Burt – Member Place 3 absent with notice

ANNOUNCEMENT

Juliet Rodriguez – HR/Civil Service Director – We recently had vacancies open in the Watauga Police Department from the retirement of two Sergeants. As a result, we are happy to announce a couple of promotions. Ranked second on the eligibility list, William Thomas has been promoted to Sergeant effective July 29, 2023. Ranked third on the eligibility list, Joshua Oliver has been promoted to Sergeant effective August 18, 2023. We additionally had a vacancy for the Corporal position. The first ranked on the eligibility list Robert Griffin has been promoted to Corporal effective July 29, 2023.

Additionally, we would like to announce that the Watauga Fire Department has scheduled three promotional exams which are upcoming. We have a written exam for the Battalion Chief position on October 30, 2023, and an assessment center scheduled for November 14, 2023. We have the Driver/Engineer promotional exam scheduled for November 3, 2023, with the assessment center scheduled for December 12 - 13, 2023, depending on the number of candidates. Finally, we have the Fire Lieutenant promotional exam scheduled for November 1, 2023, with the assessment center scheduled for November 28, 2023.

PUBLIC COMMENT

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 June 27, 2023.

Place 1 Downey made a motion to approve the minutes from the Civil Service Commission meeting on 6/27/2023. The motion was seconded by Place 2 Crabill.

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

2. Discuss and consider action to approve and certify the Watauga Police Department Entrance Exam Eligibility List created on August 3, 2023.

Juliet Rodriguez, - On Thursday, August 3, 2023, we held a Fire Entrance Exam at Fire Services Center in Fort Worth. We had 42 candidates show up to test and 32 pass the test. We respectfully request the eligibility list be approved and certified.

Place 1 Downey made a motion to approve and certify the Watauga Fire Department Entry Examination Eligibility List and the motion was seconded by Place 2 Crabill.

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

3. Discuss and consider action to approve and certify the Watauga Police Department Entry Exam Eligibility List created on August 10, 2023.

Juliet Rodriguez, - On Thursday, August 10, 2023, we held a Police Officer Entrance Exam. We had 21 candidates show up to test and 20 pass the test. We respectfully request the eligibility list be approved and certified.

Place 1 Downey made a motion to approve and certify the Watauga Police Department Entry Examination Eligibility List and the motion was seconded by Place 2 Crabill.

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

ITEMS FOR FUTURE AGENDAS

None

ADJOURNMENT

With no further business to discuss, Chairman Downey adjourned the meeting at 6:05 pm.

APPROVED: this 28 day of November, 2023

SIGNED: this 28 day of November, 2023

ATTEST:

Julie Rodriguez /s/

Juliet Rodriguez,
HR/Civil Service Director

APPROVED:

/S/ Brian Downey

Chairman Brian Downey

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