

MINUTES
WATAUGA CIVIL SERVICE COMMISSION MEETING
TUESDAY, NOVEMBER 28, 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
Renni Burt – Member Place 3
And
Juliet Rodriguez – HR/Civil Service Director
Robert Parker – Police Chief

ANNOUNCEMENT

Julie Rodriguez – HR/Civil Service Director – We would like to announce that the Watauga Police Department has scheduled a promotional exam for the position of Police Lieutenant. We have a written exam scheduled for Thursday, January 4th, 2024, and the assessment center scheduled for Thursday, January 25th, 2024.

PUBLIC COMMENT

None

PUBLIC TESTIMONY FOR ACTION ITEMS

None

ACTION ITEMS

1. Discuss and consider action to approve and certify the Watauga Police Department Entrance Exam Eligibility List created on October 26, 2023.

Julie Rodriguez, - On Thursday, October 26, 2023, we held a Police Officer entry exam. We had 29 candidates show up to the test and had 24 pass the test. We respectfully request the commission to approve and certify the eligibility list.

Place 2 Crabill made a motion to approve and certify the Watauga Police Department Entrance Exam Eligibility List and the motion was seconded by Place 3 Burt.

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

2. Discuss and consider action to approve and certify the Watauga Fire Department Battalion Chief Eligibility List created on November 14, 2023.

Julie Rodriguez, - The written exam for the Fire Department's Battalion Chief position was held on Monday, October 30, 2023, and an assessment center was held on Tuesday, November 14, 2023. 2 candidates tested for the position and 2 candidates made it to the eligibility list.

Place 2 Crabill made a motion to approve and certify the Watauga Fire Department Battalion Chief Eligibility List and the motion was seconded by Place 2 Burt.

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

3. Discuss and consider approval of the minutes of the Civil Service Commission meeting held on August 29, 2023.

Place 1 Downey made a motion to approve and certify the minutes from the Civil Service Commission meeting on 11/28/2023 and the motion was seconded by Place 2 Crabill.

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

ITEMS FOR FUTURE AGENDAS

Julie Rodriguez, - Today we held the Assessment Center for our Fire Lieutenant, in the near future we will be scheduling a Civil Service Commission to certify that eligibility list.

Additionally, as mentioned at the previous meeting we will be having the Assessment Center for the Fire Department Driver/Engineer on December 12th and that eligibility list will also be on an upcoming future agenda.

ADJOURNMENT

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

APPROVED: this 30 day of January, 2024

SIGNED: this 30 day of January, 2024

ATTEST:
Julie Rodriguez /s/

Julie 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.