

MINUTES
WATAUGA CIVIL SERVICE COMMISSION MEETING
TUESDAY, JANUARY 30, 2024
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

Keith Hartman – Assistant Police Chief

Randy Barkey – Assistant Fire Chief

ANNOUNCEMENT

Julie Rodriguez – HR/Civil Service Director – We would like to announce that Fire Chief Shawn Fannan is planning on retiring on February 29, 2024, from the Watauga Fire Department.

PUBLIC COMMENT

None

PUBLIC TESTIMONY FOR ACTION ITEMS

None

ACTION ITEMS

1. Discuss and consider approval of the minutes for the Civil Service Commission Meeting held on November 28, 2023.

Place 3 Burt made a motion to approve and certify the Civil Service Commission Meeting minutes and the motion was seconded by Place 2 Crabill.

AYES: Downey, Crabill, Burt

NAY: None

ABSTAIN: None

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

Place 3 Burt nominated Place 1 Downey for Chairperson and the motion was seconded by Place 2 Crabill. Place 3 Burt nominated Place 2 Crabill for Vice Chairperson and the motion was seconded by Place 1 Downey.

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

3. Discuss and consider action to approve and certify the Watauga Fire Department Fire Lieutenant Promotional Eligibility List created on November 28, 2023.

Julie Rodriguez – HR/Civil Service Director – The written examination for the Fire Department’s Fire Lieutenant position was held on Wednesday, November 1st, 2023, and the assessment center was held on Tuesday, November 28th, 2023. Two candidates tested for the position and two candidates passed and made it to the eligibility list. We are respectfully requesting that you certify the eligibility list.

Place 3 Burt made a motion to approve and certify the Fire Lieutenant Promotional Eligibility List and the motion was seconded by Place 1 Downey.

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

4. Discuss and consider action to approve and certify the Watauga Fire Department Driver/Engineer Promotional Eligibility List created on December 14, 2023.

Julie Rodriguez – HR/Civil Service Director – The written examination for the Fire Department’s Driver/Engineer position was held on Friday, November 3, 2023, and the assessment center was held on Thursday, December 14, 2023. Five candidates tested for the position and three candidates pass and make it on the eligibility list. We are respectfully requesting that you certify the eligibility list.

Place 3 Burt made a motion to approve and certify the Driver/Engineer Promotional Eligibility List and the motion was seconded by Place 2 Crabill.

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

5. Discuss and consider action to approve and certify the Watauga Police Department Police Lieutenant Promotional Eligibility List created on January 25, 2024.

Julie Rodriguez – HR/Civil Service Director – The written examination for the Police Department’s Police Lieutenant position was held on Thursday, January 4th, 2024, and the assessment center was held on Thursday, January 25th, 2024. Three candidates tested for the position and three candidates passed and made it to the eligibility list. We are respectfully requesting that you certify the eligibility list.

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

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

6. Discuss and consider action to approve and certify the Watauga Police Department Entrance Exam Eligibility List created on January 19, 2024.

Julie Rodriguez – HR/Civil Service Director – On Friday, January 19th, 2024, we held a Police Officer entrance examination. We had 28 candidates show up to the exam and 15 candidates made it to the eligibility list. We are respectfully requesting that you certify the eligibility list.

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

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

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

With no further business to discuss, Chairman Downey adjourned the meeting at 6:09 pm.

APPROVED: this 3 day of April, 2024

SIGNED: this 3 day of April, 2024

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.