

Civil Service Commission Minutes

On November 21, 2022, the Civil Service Commission of the City of Amarillo met at 8:30 am at City Hall, 601 S Buchanan, Amarillo, TX, 79101, in the City Council Chambers for a Regular Meeting.

	Present	No. Meetings Held Since Appointment	No. of Meetings Attended
Lawrence Walker, Chairman	Yes	61	60
Lilia Escajeda	No	2	2
Bill Harris	Yes	2	2

Also, in attendance were the following:

Mitchell Normand, HR Director
Erin Palacio, HR Manager
Bryan McWilliams, City Attorney
Brandon Ester, HR Generalist
Jay Puckett, Police Officer
Candi Dickey, Police Officer
Justus Burton, Police Officer
Jacob Daughett, Police Officer
Jennifer Jones, Police Officer
Jeff Spangler, Fire Fighter

Call to order. Lawrence Walker established a quorum and called the regularly scheduled meeting of the Civil Service commission to order at 8:34am.

ITEM 1: Lawrence Walker opened with the public address- no comments from the public on agenda items. Mitchell Normand commented stating that he recognized that there may be some attendees that are present today that want to speak on a particular agenda item, and when we get to that particular agenda item you will be afforded an opportunity to speak then if you would like.

ITEM 2: Election of chairman and vice chairman of the Civil Service Commission. Lawrence Walker stated that he would like to table this item until January per Civile Service Commission rules. Mitchell Norman commented, stating this item was placed on the agenda because we have been deficient on our commission board for the past year, we delayed it until we had a full commission and with Mrs. Escajeda not being present there is no objection to tabling this item until January.

ITEM 3: Lawrence Walker considered approval of the Minutes for the meeting held on October 12, 2022. Motion made by Bill Harris to approve. Seconded by Lawrence Walker. Motion passed.

ITEM 4: Lawrence Walker presented the approval of the list of new employees, step increases, transfers, promotions, demotions, bypasses, temporary assignments, and disciplinary actions. Bill Harris motioned to approve. Seconded by Lawrence Walker. Motion passes.

ITEM 5: Consider Police Corporal examination question appeals and approve any revision to the initial eligibility roster as may be needed or caused by the decision(s) made on the matters appealed here.

Lawrence Walker asked who was present to speak on this item.

Jay Puckett stepped to the podium, announced his name and address, and stated his reasoning for his appeal of question #51 on the exam. He stated that the question did not give any reference to any specific code and asked that the question be removed.

Candi Dickey stepped to the podium, announced her name and address, and stated her reasoning for her appeal of question #51 on the exam. She stated that the question did not list the section in which it is referencing. She did an open records request to municipal court over the past 5 years for citations on vehicles over 25 years old. There were 1,062 vehicles that were issued a citation. The vehicles were over 25 years of age yet were issued a citation. She asked that the question be thrown out because it is missing requirements and is misleading.

Justus Burton stepped to the podium, announced his name and address, and stated that he was there on behalf of Michael L Woodard. He read a letter written by Michael Woodard stating that he strongly disagreed with the protest against the question. He listed his reasoning for why the question was fair and that he feels it should stand as written.

Jacob Doughett stepped to the podium, announced his name and address, he asked that the question be read. Mitchell Normand read the question and answer choices as stated in the exam. He gave his reasoning as to why he feels the question is complete, clear as day, and should leave the question as is.

Jennifer Jones stepped to the podium, announced her name and address, and requested that the question stands as is. She stated that question is pretty straightforward and requested that the question remain as is.

Canid Dickey asked for rebuttal, which was granted. Stating that if Ms. Jones protest is correct, then the city would have to refund citizens for over \$400,000 who have paid these citations. She believes the statue means that you would need to have all elements in order for that to be a true statement.

Lawrence Walker announced that the commission will decide on this item in executive session but at this time will move on to the Fire District Chief appeal next.

ITEM 7: Consider Fire District Chief examination question appeals and approve any revision to the initial eligibility roster as may be needed or caused by the decision(s) made on the matters appealed here.

Jeff Spangler stepped to the podium, announced his name and address, and stated his reasoning for appealing question #1 on the exam. He believes that his answer of 45 years of age is within the range of what the question was asking and asked that this answer be correct.

He also stated his reasoning for appealing question #39 on the exam. He referenced several pages of examples that he feels contradicts the answer of the question. For this reason he believes his answer to also be correct.

Lawrence Walker asked if there was anyone else that wanted to be heard on the Fire District Chief exam. There was no response.

City Attorney Bryan McWilliams read Executive Session 551.074 and announced the board went into executive session at 8:56am.

The Board came back from executive session at 9:14am with their decisions. Lawrence Walker read the decisions made to the appeals.

Police Corporal examination question #51- Bill Harris made a motion to grant the appeal and throw out question #51, Lawrence Walker second the motion—Motion Passed.

Fire District Chief examination question #1 – Bill Harris made a motion to deny the appeal, Lawrence Walker second the motion—Motion Passed.

Fire District Chief examination question #39 – Bill Harris made a motion to deny the appeal, Lawrence Walker second the motion—Motion Passed.

Meeting was called into recess at 9:16am in order to recalculate test scores based on the decisions to the questions and create an eligibility register.

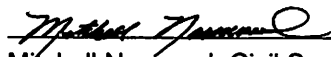
Meeting reconvened at 9:18am.

ITEM 6: Lawrence Walker presented to approve the revised eligibility register for the position of Police Corporal for exam given on October 27, 2022. Bill Harris motioned to approve Police Corporal register. Seconded by Lawrence Walker. Motion passes.

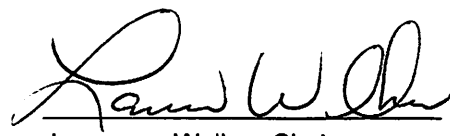
ITEM 8: Lawrence Walker presented to approve eligibility register for the position of Fire District Chief for exam given on November 3, 2022. Bill Harris motioned to approve Fire District Chief register. Seconded by Lawrence Walker. Motion passes.

ITEM 9: Review and consider proposed revisions to the Civil Service Commission rules. Both Lawrence Walker and Bill Harris stated that after review both agree that they are good changes and see no changes needed. Mitchell Normand announced for the record that he made a minor revision to the personnel rules that were previously distributed. It was brought to his attention that there was a reference to the city council in two places in the personnel rules using the term city commission instead of city council so those were corrected. Bill Harris moved to accept the revisions, Lawrence Walker seconded the motion—Motion Passed.

There were no other items or discussions. Lawrence Walker moved to adjourn at 9:20am.



Mitchell Normand, Civil Service Director



Lawrence Walker, Chairman