

Civil Service Commission Minutes

On March 16, 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
Sally Jennings, Chairman	Yes	33	32
Lawrence Walker	Yes	56	55

Also, in attendance were the following:

Mitchell Normand, HR Director
Erin Palacio, HR Manager
Viola Frausto, Sr HR Generalist

Bryan McWilliams, City Attorney
Shane Chadwick, LT Police Dept.
Walter Howard, LT Police Dept.
Kevin Korinek, LT Police Dept.

Call to order. Sally Jennings established a quorum and called the regularly scheduled meeting of the Civil Service commission to order at 8:30am.

ITEM 1: Sally Jennings opened with the public address- no comments from the public on agenda items.

ITEM 2: Sally Jennings considered approval on Minutes for the meeting held on January 5, 2022. Motion made by Lawrence Walker to approve. Seconded by Sally Jennings. Motion passed.

ITEM 3: Sally Jennings presented the approval of the list of new employees, step increases, transfers, promotions, demotions, bypasses, temporary assignments, and disciplinary actions. Lawrence Walker motioned to approve. Seconded by Sally Jennings. Motion passes.

ITEM 4: Sally Jennings presented to approve eligibility register for the position of Firefighter for exam given on February 26, 2022. Lawrence Walker moved to approve. Seconded by Sally Jennings. Motion passes.

ITEM 5: Sally Jennings presented to review and consider appeal submitted by LT. Shane Chadwick n the Police Captain written exam given on February 25, 2022.

LT. Shane Chadwick took podium first. He stated his name and address to the board. Mr. Chadwick ready through his appeal. He asked if he needed to go through his appeal, but he went ahead and read through it. He believes that the integrity of the test was violated and opened the door to error. Mr. Chadwick stepped down.

Lawrence Walker asked the board if there was any response/comment from the testing company because there was no documentation from the testing company regarding what happened.

Mitch said that there was a miscommunication between HR and the testing company, and a source was left out of the exam.

Lawrence went on to ask Mitch how the testing process worked that morning. Mitch explained to the board what the process was that day, how many proctors, distribution of exams, rules, and events that happened that morning regarding the incorrect sources on the exam and conversations taking place.

Bryan McWilliams spoke to board asking if they would like to hear from other members in attendance that took the exam. They may want to present.

Walter Howard took podium. He stated his name and address to the board. He began thanking the board the opportunity to speak. He understood that Lt Chadwick presented 2 arguments to his appeal, unequal and unfairness to access of exams and that the exam being invalid due to a source not being on original posting. He went over both arguments that Chadwick had presented.

He ended stating that he does not agree with the unfairness and unequalness of the access of the exams, no cheating had taken place. Second argument, bringing up Chapter 143, he stated that rules were correctly applied regarding the HR Director removing the invalid source questions. Clear intent is to protect candidates from unknown sources. Rules was applied and thinks that clear intent was to protect from them not testing over sources they did not study from. Number of questions from sources is optional.

All spent time studying source materials, took time away from work and personal time and should be rewarded with an eligibility list. An eligibility list would be beneficial to the dept. Appeal fails to identify a clear violation of Chapter 143. He asked that a test be validated, and an eligibility list be created.

Kevin Korinek took podium. He stated his name and address to the board. He said he is not here to argue but was upset that they did not get a test from the material they studied. He stated that he wanted to ask for a clear explanation of why they were not given a valid test.

Mitch stated that he was going to defer the question to the City Attorney because he did not want to disclose any information that could compromise the future integrity of any processes in the preparation and administration of examinations. He would need to discuss in private before discussing in public.

Explained to Korinek regarding the miscommunication between the HR office and the test maker.

He does want to disagree with Chadwick's protests and agrees with Howard's response.

Bryan McWilliams read Executive Session- Sec 551.074 and release the board into executive session at 9:02 am.

The board came back in at 9:21. Lawrence Walter presented to make motion to deny the appeal presented by Lt Chadwick and uphold the presumed eligibility register as it is determined. Sally Jennings seconded. Motioned passed.

ITEM 6: No other items or discussions. Lawrence Walker moved to adjourn and was seconded by Sally Jennings at 9:21am.

Mitchell Normand, Civil Service Director

Sally Jennings, Chairman