

**CITY OF WAXAHACHIE**  
**Firefighters' and Police Officers' Civil Service Commission**  
**Meeting Minutes**

A regular meeting of the **Firefighters' and Police Officers' Civil Service Commission** of the City of Waxahachie, Texas was held at the Waxahachie Fire Station 2, 1601 Cleaver St, Waxahachie, TX 75165, on Wednesday, August, 1, 2018 at 12:00 p.m.

Commission Members Present: Bob Aday, Vice-Chair  
Teresa McNiel

Others Present: Fire Chief Ricky Boyd  
Police Chief Wade Goolsby  
Civil Service Director, Jamie Holbert  
Interim Civil Service Director, Gayle Sims

**1. Call to order**

Teresa McNiel called the meeting to order at 12:02 p.m.

**2. Invocation**

The invocation was given by Gayle Sims.

**3. Approve July 5, 2018 meeting minutes.**

Bob Aday made a motion to approve the minutes, second by Teresa McNiel, **motion carried.**

**4. Waxahachie Fire Rescue**

a. Action Items

- i. **Consider approval of a written promotional examination to establish an eligibility list for the position of Fire Marshal to be held on October 25, 2018.**

Teresa McNiel moved to open the written promotional examination to establish an eligibility list for the position of Fire Marshal to be held on October 25, 2018. Bob Aday seconded the motion. Motion passed.

- ii. **Certify entry Firefighter Examination Eligibility List created by written examination on July 14, 2018.**

Teresa McNiel moved to certify entry Firefighter Examination Eligibility List created by written examination on July 14, 2018. Bob Aday seconded the motion. Motion passed

- iii. **Certify Fire Captain Promotional Eligibility List created by written examination on July 16, 2018.**

Teresa McNiel moved to certify Fire Captain Promotional Eligibility List created by written examination on July 16, 2018. Bob Aday seconded the motion. Motion passed

- iv. **Certify Battalion Chief Promotional Eligibility List created by written examination on July 19, 2018.**

Teresa McNiel moved to certify Fire Battalion Chief Promotional Eligibility List created by written examination on July 19, 2018. Bob Aday seconded the motion. Motion passed

- i. **Review and consider appeals to Pump Engineer promotional exam question number 73 given on July 18, 2018.**

Bob Aday moved that the question be removed from the exam. Teresa McNiel seconded the motion. Motion passed.

- ii. **Review and consider appeals to Fire Lieutenant promotional exam question number 38 given on July 18, 2018.**  
Council received and discussed testimony and documentation provided by Terry Nava. Bob Aday moved that the question be removed from the exam. Teresa McNiel seconded the motion. Motion passed.
- iii. **Review and consider appeals to Fire Lieutenant promotional exam question number 48 given on July 18, 2018.**  
Council received and discussed testimony and documentation provided by Julio Hernandez. Bob Aday moved that the question be removed from the exam. Teresa McNiel seconded the motion. Motion passed.
- iv. **Review and consider appeals to Fire Lieutenant promotional exam question number 74 given on July 18, 2018.**  
Julio Hernandez withdrew his appeal.

5. **Waxahachie Police Department**

a. Action Items

- i. **Certify entry Police Officer Examination Eligibility List created by written examination on July 28, 2018.**  
Teresa McNiel moved to certify the Police Officer Examination Eligibility List created by written examination on July 28, 2018. Bob Aday seconded the motion. Motion passed

6. Consider appointment of Jamie Holbert as Civil Service Director as authorized by Local Government Code, Chapter 143.012, Civil Service.

Teresa McNiel moved to approve appointment of Jamie Holbert as Civil Service Director as authorized by Local Government Code, Chapter 143.012, Civil Service. Bob Aday seconded the motion. Motion passed.

7. **Recessed**

Recessed at 12:45 p.m. to recalculate scores for both Fire Lieutenant and Pump Engineer promotional exam.

8. **Reconvened**

- a. Meeting reconvened at 1:12 p.m.

9. **Waxahachie Fire Rescue**

a. Action Items

- v. **Certify Pump Engineer Promotional Examination Eligibility List created by written examination on July 18, 2018.**  
Teresa McNiel moved to certify Pump Engineer Promotional Eligibility List created by written examination on July 18, 2018. Bob Aday seconded the motion. Motion passed
- vi. **Certify Fire Lieutenant Promotional Examination Eligibility List created by written examination on July 18, 2018.**  
Teresa McNiel moved to certify the corrected Fire Lieutenant Promotional Eligibility List created by written examination on July 18, 2018. Bob Aday seconded the motion. Motion passed.

10. **Commission member and meeting attendee comments**

11. **Adjournment**

There being no further business to come before the commission, Bob Aday made a motion to adjourn, second by Teresa McNiel; the meeting was adjourned at 1:18 p.m.