

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

A regular meeting of the **Firefighters' and Police Officers' Civil Service Commission** of the City of Waxahachie, Texas will be held at the Waxahachie City Hall, Council Conference Room, 401 S. Rogers St, Waxahachie, TX 75165, on Wednesday, January 4, 2023, at 4:00 P.M.

Commission Members: Bob Aday, Chair
 Teresa McNiel, Vice-Chair
 Jackie Mims

1. Call to order
2. Invocation
3. **Public Comments:** Persons may address the Civil Service Commission on any issues. This is the appropriate time for citizens to address the Commission on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Commission may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
4. Approve November 9, 2022 meeting minutes.
5. Election of Civil Service Commission Chairman.
6. Election of Civil Service Commission Vice Chairman.
7. Waxahachie Fire Rescue
 - a. Action items
 - i. None
 - b. Items for Discussion (no action will be taken on discussion items).
 - i. None
8. Waxahachie Police
 - a. Action items
 - i. Certify Police Sergeant Examination Eligibility List created by written examination on December 16, 2022.
 - ii. Certify Police Lieutenant Examination Eligibility List created by written examination on December 16, 2022.
 - b. Items for Discussion (no action will be taken on discussion items).
 - i. None
9. Commission member and meeting attendee comments.
10. Adjournment

The Civil Service Commission reserves the right to meet in Executive Session on any of the above items.

The meeting location is wheelchair accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours before the meeting. To make arrangements, call the City Secretary at 469-309-4006 or (TDD) 1-800-RELAY TX.

Notice of Potential Quorum

One or more members of the Waxahachie City Council may be present at this meeting.

No action will be taken by the City Council at this meeting.

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 City Hall, Council Conference Room, 401 S. Rogers St, Waxahachie, TX 75165, Wednesday, November 9, 2022, at 12:00 P.M.

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

Others Present: Fire Chief, Ricky Boyd
 Police Chief, Joe Wiser
 Civil Service Director, Lindsey Mearns

1. Call to order

Bob Aday called the meeting to order at 12:00 P.M.

2. Invocation

The invocation was given by Fire Chief, Ricky Boyd.

3. Public Comments

No public comments

4. Approve September 22, 2022, meeting minutes

Teresa McNiel made a motion to approve meeting minutes, seconded by Jackie Mims. **Motion Passed**

5. Waxahachie Fire Rescue

 a. Action Items

- i. Certify Fire Captain Examination Eligibility List created by written examination on October 21, 2022. **Jackie Mims made a motion certify the Fire Captain Examination Eligibility List, seconded by Teresa McNiel. Motion passed**
- ii. Consider approval for an entry Fire written examination and physical ability test to be held on February 25, 2023. **Teresa McNiel made a motion to approve the Entry Fire Written Examination and Physical Ability Test, seconded by Jackie Mims. Motion passed**

 b. Items for Discussion

- i. None.

6. Waxahachie Police Department

 a. Action items

- i. Review and consider appeal to Police Corporal Promotional Exam Question #4.
 Appellant Jill Turner presented her appeal to the Commission. Chief Wiser presented information from the source material in support of the answer key. All members of the Commission voted to sustain the answer key as correct. **Teresa McNiel made a motion to sustain the answer key, seconded by Jackie Mims. Motion passed.**
- ii. Review and consider appeal to Police Corporal Promotional Exam Question #27.
 Appellant Dustin Koch withdrew his appeal for Question 27.

- iii. Review and consider appeal to Police Corporal Promotional Exam Question #37.
Appellant Elizabeth Glidewell presented her appeal to the Commission. Chief Wiser presented information from the source material in support of the answer key. All members of the Commission voted to sustain the answer key as correct. **Jackie Mims made a motion to sustain the answer key, seconded by Teresa McNiel. Motion passed.**
- iv. Review and consider appeal to Police Corporal Promotional Exam Question #41.
Appellant Dustin Koch withdrew his appeal for Question 41. Appellant Jill Turner presented her appeal to the Commission. Chief Wiser presented information in support of the answer key. All members of the Commission voted to sustain the answer key as correct. **Teresa McNiel made a motion to sustain the answer key, seconded by Jackie Mims. Motion passed.**
- v. Review and consider appeal to Police Corporal Promotional Exam Question #48.
Appellant Dustin Koch withdrew his appeal for Question 48. Appellant Elizabeth Glidewell withdrew her appeal for Question 48. Appellant Jill Turner presented her appeal to this question with Question 41 as the appeal was due to a duplicate question. Chief Wiser presented information in support of the answer key. All members of the Commission voted to sustain the answer key as correct. **Teresa McNiel made a motion to sustain the answer key, seconded by Jackie Mims. Motion passed.**
- vi. Review and consider appeal to Police Corporal Promotional Exam Question #68.
Appellant Jill Turner presented her appeal to the Commission. Chief Wiser presented information from the source material in support of the answer key. All members of the Commission voted to sustain the answer key as correct. **Jackie Mims made a motion to sustain the answer key, seconded by Teresa McNiel. Motion passed.**
- vii. Review and consider appeal to Police Corporal Promotional Exam Question #69.
Appellant Elizabeth Glidewell presented her appeal to the Commission. Chief Wiser presented information from the source material in support of the answer key. All members of the Commission voted to sustain the answer key as correct. **Jackie Mims made a motion to sustain the answer key, seconded by Teresa McNiel. Motion passed.**
- viii. Certify Police Corporal Examination Eligibility List created by written examination on October 25, 2022. **Teresa McNiel made a motion certify the Fire Captain Examination Eligibility List, seconded by Jackie Mims. Motion passed**
- ix. Consider approval of a written promotional examination to establish an eligibility list for the position of Sergeant to be held on December 16, 2022, and open examination to Corporals with less than two years of service as a Corporal as of December 16, 2022. **Jackie Mims made a motion to approve the Police Sergeant Promotional Examination, seconded by Teresa McNiel. Motion passed**
- x. Consider approval of a written promotional examination to establish an eligibility list for the position of Lieutenant to be held on December 16, 2022. Authorize the Civil Service Director to open the exam to Sergeants with less than two years of service if less than three Sergeants petition for the exam. **Teresa McNiel made a motion to approve the Police Lieutenant Promotional Examination, seconded by Jackie Mims. Motion passed**
- xi. Consider approval for an entry Police written examination and physical ability test to be held on January 21, 2023. **Teresa McNiel made a motion to approve the Entry Police Written Examination and Physical Ability Test, seconded by Jackie Mims. Motion passed**

- b. Items for Discussion (no action will be taken on discussion items).
 - i. None

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

None

8. **Adjournment**

There being no further business to come before the commission, Teresa McNiel made a motion to adjourn, second by Jackie Mims; the meeting was adjourned at 12:49 P.M.

Bob Aday, Chair

Date

Lindsey Mearns, Civil Service Director