

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 Charles Beatty Municipal Building, Mean Green Conference Room, 408 S. Rogers St., Waxahachie, TX 75165, on Wednesday, January 10, 2024, at 12:00 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 1, 2023 meeting minutes.
5. General Business
 - a. Action Items
 - i. Election of Civil Service Commission Chairman
 - ii. Election of Civil Service Commission Vice Chairman
6. Waxahachie Fire Rescue
 - a. Action items
 - i. Certify Firefighter Entrance Examination Eligibility List created by written examination on January 6, 2024.
 - b. Items for Discussion (no action will be taken on discussion items).
 - i. None
7. Waxahachie Police
 - a. Action items
 - i. None
 - b. Items for Discussion (no action will be taken on discussion items).
 - i. None
8. Commission member and meeting attendee comments.
9. Adjournment

The Civil Service Commission reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein. This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of 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

(4)

A regular meeting of the **Firefighters' and Police Officers' Civil Service Commission** of the City of Waxahachie, Texas will be held at the Charles Beatty Municipal Building, Mean Green Conference Room, 408 S. Rogers St, Waxahachie, TX 75165, on Wednesday, November 1, 2023, 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
 Interim Civil Service Director, Melissa McDougall

1. Call to order

Bob Aday called the meeting to order at 12:04 P.M.

2. Invocation

The invocation was given by Fire Chief, Ricky Boyd.

3. Public Comments:

No public comments

4. Approve October 9, 2023 meeting minutes.

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

5. Business

a. Action Items

- i. Consider proposed update to the City of Waxahachie Civil Service Local Rule 3.03 F) and minor grammatical and/or formatting to all the rules.

Action: *Teresa McNiel made a motion to approve the changes to the Local Rules as presented, seconded by Jackie Mims. Motion passed.*

6. Waxahachie Fire Rescue

a. Action items

- i. Consider approval of a written entrance examination and physical ability test to establish an eligibility list for the position of Firefighter to be held on Saturday, January 6, 2024.

Action: *Jackie Mims made a motion to approve as presented, seconded by Teresa McNiel. Motion passed.*

- ii. Consider approval of a written promotional examination to establish an eligibility list for the position of Pump Engineer to be held on Thursday, March 14, 2024.

Action: Action: *Jackie Mims made a motion to approve as presented, seconded by Teresa McNiel. Motion passed.*

- iii. Consider approval of a written promotional examination to establish an eligibility list for the position of Lieutenant to be held on Thursday, March 14 2024.

Action: *Teresa McNiel made a motion to approve as presented, seconded by Jackie Mims. Motion passed.*

- iv. Consider approval of a written promotional examination to establish an eligibility list for the position of Captain to be held on Friday, March 15, 2024.

Action: *Jackie Mims made a motion to approve as presented, seconded by Teresa Mims. Motion passed.*

- v. Consider approval to open up the March 15, 2024 Captain promotional exam to Lieutenants with less than two years of service in rank.

Action: *Teresa McNiel made a motion to approve as presented, seconded by Jackie Mims. Motion passed.*

- vi. Consider approval to open up the March 15, 2024 Captain promotional exam as a contingency to Pump Engineers with two years of service in rank.

Action: Jackie Mims made a motion to approve as presented, seconded by Teresa McNiel. Motion passed.

- vii. Consider approval of a written promotional examination to establish an eligibility list for the position of Battalion Chief to be held on Friday, March 15, 2024.

Action: *Jackie Mims made a motion to approve as presented, seconded by Teresa Mims. Motion passed.*

- viii. Consider approval to open up the March 15, 2024 Battalion Chief promotional exam as a contingency to Captains with less than two years of service in rank.

Action: *Teresa McNiel made a motion to approve as presented, seconded by Jackie Mims. Motion passed.*

- ix. Consider updates to the Examination Source Materials Lists.

Action: *Jackie Mims made a motion to approve as presented, seconded by Teresa McNiel. Motion passed.*

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

7. Waxahachie Police

- a. Action items
 - i. Certify Police Patrol Officer Entrance Examination Eligibility List created by written examination on October 21, 2023.

Action: *Jackie Mims made a motion to approve as presented, seconded by Teresa McNiel. Motion passed.*

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

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

No Public comments.

9. **Adjournment**

There being no further business to come before the commission, Jackie Mims made a motion to adjourn, second by Bob Aday; the meeting was adjourned at 12:30 P.M.

Bob Aday, Chair

Date

Melissa McDougall, Interim Civil Service Director