

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 to be held at the Waxahachie City Hall, Mayor's Office, 401 S. Rogers St, Waxahachie, TX 75165, on Thursday July 5, 2018 at 12:00 p.m.

Commission Members: Curtis Williams, Chair
Bob Aday, Vice-Chair
Teresa McNeil

1. Call to order
2. Invocation
3. Approve May 2, 2018 meeting minutes.
4. Waxahachie Fire Rescue
 - a. Items for Discussion
5. Waxahachie Police Department
 - a. Items for Discussion
 - i. Police Department construction update
 - b. Action Items
 - i. Consider approval for an entry Patrol Officer written examination and physical agility test to be held July 28, 2018.
6. Commission member and meeting attendee comments
7. 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.

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, 401 S. Rogers St, Waxahachie, TX 75165, on Wednesday May 2, 2018 at 4:00 p.m.

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

Staff Present: Gayle Sims, Civil Service Director
Police Chief Wade Goolsby
Fire Chief Ricky Boyd

1. **Call to order**
The meeting was called to order by Committee Chair, Curtis Williams at 4:00.
2. **Invocation**
The invocation was given by Gayle Sims.
3. **Approve April 4, 2018 meeting minutes.**
Bob Aday moved to approve the minutes of the April 4, 2018 meeting, second by Teresa McNiel, **motion carried.**
4. **Meet the New Assistant City Manager, Albert Lawrence**
Albert Lawrence introduced himself to the Commission members with a brief background of his experience.
5. **General Commission Business**
Teresa McNiel made a motion to approve appointing Gayle Sims as the Interim Civil Service Director, second by Bob Aday, **motion carried.**
6. **Waxahachie Fire Rescue**
Chief Boyd gave an update on staffing changes.
7. **Waxahachie Police Department**
 - a. Chief Goolsby said the construction of the department building was on schedule with a move in date of July 18, 2018.
 - b. Bob Aday moved to certify the Police Patrol Officer Eligibility List created from the written examination given on April 28, 2018, second by Teresa McNiel, **motion carried.**
8. **Commission member and meeting attendee comments**
Commission members welcomed Ms. Sims return as the Interim Civil Service Director.
9. **Adjournment**
There being for further business to come before the Commission, Teresa McNiel made a motion to adjourn, second by Bob Aday, the motion carried and the meeting was adjourned at 4:24.

Curtis Williams, Chair

Date

Gayle Sims, Civil Service Director

Date

CITY OF WAXAHACHIE
NOTICE OF CIVIL SERVICE TESTING FOR
POLICE OFFICERS AND POLICE CADETS

POSTING DATE: JULY 5, 2018
TESTING DATE: JULY 28, 2018

The police officer is a responsible, non-supervisory position. Duties include, but are not limited to: Patrolling an assigned area to prevent crime, enforce laws and ordinances, and respond to emergency calls and routine complaints. The police cadet is the initial training to be a police officer.

Annual Salary (police cadet, non-certified):	\$45,358
Annual Salary (police officer, TCOLE certified):	\$54,100
Salary after one-year probationary period (police officer, TCOLE certified):	\$56,371

Applicants must:

- Meet all requirements to be eligible for certification as a peace officer from the Texas Commission On Law Enforcement (TCOLE); preference may be given to TX licensed peace officers for lateral entry
 - Have a high school diploma or a GED certificate with 12 hours of college credit
 - Valid Texas driver's license, copy of DD214 showing type of discharge, if applicable
 - Be between 21 years of age and have not reached their 45th birthday, and be able to perform the essential functions of the position.
 - Pass the following: * Written Civil Service Examination * Physical Agility Test * thorough Background Investigation * Chief's Interview * Oral Board Interview * Psychological Exam * Polygraph Exam * Drug test * Vision Test * Medical Examination *
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FOR APPLICATIONS & INFORMATION:

Civil Service Office
Waxahachie City Hall
401 S Rogers
(469) 309-4190

APPLICATIONS ACCEPTED:

July 5, 2018 through July 19, 2018

CIVIL SERVICE TESTING:

July 28, 2018 8:30 a.m.
Waxahachie Boys and Girls Club
620 Farley St.
Waxahachie, TX 75165
(Doors close/test begins promptly at 8:30am)

PHYSICAL ABILITY TESTING:

July 28, 2018 at 1:30 p.m.
191 Lion's Park Road
Waxahachie, TX 75165

Completed applications **must** be received **no later than 5:00 p.m. on July 19, 2018.**
Late applications will not be considered.

The Eligibility List created from this examination will be effective for twelve (12) months from the date of the Civil Service Examination or the list is exhausted.

Gayle Sims, Civil Service Director

Any applicant requiring an accommodation in order to complete the examination must contact the Civil Service Director to make arrangements **no later** than the application deadline. Documentation supporting the need for accommodation will be required.