

**FINAL - MINUTES
OF THE NEW BRAUNFELS CIVIL SERVICE COMMISSION
REGULAR MEETING OF THURSDAY, MAY 16, 2024**

AGENDA

1. CALL TO ORDER

The meeting commenced at 1:00 pm.

2. ROLL CALL

The following Commissioners were present:

Chairperson Paul Ericksen

Vice-Chairperson Heidi Aleman

Commissioner Andrew Hamilton

3. PRESENTATIONS

None

None

4. APPROVAL OF MINUTES

A) Approval of minutes from the April 23, 2024 meeting.

Commissioner Hamilton made a motion to approve the item.

Vice-Chairperson seconded the motion, which passed.

5. COMMUNICATIONS

This time is for citizens to address the Civil Service Commission on issues and items of concerns not on this agenda. There will be no action at this time.

6. DISCUSSION AND ACTION

A) Discuss and consider approval and certification of the revised Promotional Testing Reference Material for the Fire Department.

Human Resources Generalist, Lori Stidham presented and briefly discussed the item.

Vice-Chairperson Aleman made a motion to approve the item.

Commissioner Hamilton seconded the motion, which passed.

B) Discuss and consider appeals by two (2) Fire Engineers of question(s) 28, 41 and 67 from the Fire Lieutenant Promotional Examination

conducted on April 29, 2024.

Human Resources Generalist, Lori Stidham presented the item and introduced Fire Engineer Benjamin Hickman and asked him to present his appeal for questions number 28 and 67.

Fire Engineer Benjamin Hickman stated to the Commission that he has decided to withdraw his appeal for question number 67. Therefore, this question will remain the same.

Fire Engineer Benjamin Hickman presented his appeal and explained to the Commission his reason for appealing this question. He requested the Commission vote to make both answers A and C as correct.

Fire Engineer Randal Wolfe asked to speak on this question and explained to the Commission why he believed this question to be valid and to remain the same.

Fire Engineers Jason Grohman, Jordan Johnson and others present spoke in agreement that question number 28 to be valid.

Vice-Chairperson Aleman made a motion to over-rule the answer key and make both answers A and C both correct responses. Commissioner Hamilton seconded the motion, which passed.

Lori Stidham Human Resources Generalist introduced Fire Engineer Randal Wolfe and asked him to present his appeal of question number 41.

Fire Engineer Randal Wolfe provided handouts to the Commission and stated why he is appealing question number 41.

Several other Fire Department team members debated on the appeal of question number 41.

Chairperson Ericksen announced the Commission will be retiring into Executive Session to discuss the item at 1:29 pm.

The Commission reconvened into to open session at 1:39 pm. City Attorney Val Acevdo announced no action was taken during Executive Session.

Vice-Chairperson Aleman made a motion to sustain the answer key to

keep question number 41 to remain the same. Commissioner Hamilton seconded the motion, which passed.

Fire Captain James Sellers asked the Commission if they would consider additional revisions for the Fire Department's promotional reference material listing.

Civil Service Director, Becca Miears answered that the reference material listing would be placed on a future agenda for discussion.

7. EXECUTIVE SESSION

The Commission shall retire into an Executive Session on any agenda item as provided under Chapter 551.074 and 551.071 of the Texas Government Code and/or Section 143.053(d) of the Texas Local Government Code, as applicable.

8. ADJOURNMENT

Meeting adjourned at 1:41 pm.

Date Approved: _____

Commission Member

Commission Member

Attest:

Lori Stidham

HR Generalist