

**FINAL - MINUTES  
OF THE NEW BRAUNFELS CIVIL SERVICE COMMISSION  
REGULAR MEETING OF MONDAY, JULY 8, 2024**

**AGENDA**

**1. CALL TO ORDER**

The meeting commenced at 2:01 pm.

**2. ROLL CALL**

The following Commissioners were present:

Chairperson Paul Ericksen

Commissioner Andrew Hamilton

**3. PRESENTATIONS**

None

**4. APPROVAL OF MINUTES**

A) Approval of minutes from June 3, 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 updated Promotional Testing Reference Material for the Police Department.

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

**Chairperson Ericksen made a motion to approve the item.**

**Commissioner Hamilton seconded the motion, which passed.**

B) Discuss and consider approval and certification of the eligibility list for Police Officer from the entrance examination conducted on June 29, 2024.

**Human Resources Generalist, Lori Stidham presented and briefly**

discussed the item.

**Commissioner Hamilton made a motion to approve the item.  
Chairperson Ericksen seconded the motion, which passed.**

C) Discuss and consider calling for a Police Captain Promotional Examination to fill a vacancy and/or create an eligibility list.

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

**Chairperson Ericksen made a motion to approve the item.  
Commissioner Hamilton seconded the motion, which passed.**

D) Discuss and consider calling for a Police Lieutenant Promotional Examination to fill a vacancy and/or create an eligibility list.

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

**Commissioner Hamilton made a motion to approve the item.  
Chairperson Erickson seconded the motion, which passed.**

E) Discuss and consider calling for a Police Sergeant Promotional Examination to fill a vacancy and/or create an eligibility list.

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

**Chairperson Ericksen made a motion to approve the item.  
Commissioner Hamilton seconded the motion, which passed.**

F) Discuss and consider calling for a Police Corporal Promotional Examination to fill a vacancy and/or create an eligibility list.

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

**Commissioner Hamilton made a motion to approve the item.  
Chairperson Ericksen seconded the motion, which passed.**

## **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 2:07 pm.**

**Date Approved:** \_\_\_\_\_

\_\_\_\_\_  
Commission Member

\_\_\_\_\_  
Commission Member

**Attest:**

Lori Stidham

HR Generalist