

**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