

**FINAL - MINUTES
OF THE NEW BRAUNFELS CIVIL SERVICE COMMISSION
REGULAR MEETING OF MONDAY, JUNE 3, 2024**

AGENDA

1. CALL TO ORDER

The meeting commenced at 2:01 pm.

2. ROLL CALL

The following Commissioners were present:

Chairperson Paul Ericksen

Vice-Chairperson Heidi Aleman

Commissioner Andrew Hamilton

3. PRESENTATIONS

None

4. APPROVAL OF MINUTES

A) Approval of minutes from May 16, 2024 meeting.

Vice-Chairperson made a motion to approve the item.

Commissioner Hamilton 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 calling for a Police Officer entrance 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.

Vice-Chairperson Aleman seconded the motion, which passed.

B) Discuss and consider approval and certification of the eligibility list for Fire Lieutenant from the promotional examination and assessment centers conducted on April 29, May 20, and 21, 2024.

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.**

C) 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.**

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 2:06 pm.

Date Approved: _____

Commission Member

Commission Member

Attest:

Lori Stidham

HR Generalist