

**MINUTES
OF THE NEW BRAUNFELS CIVIL SERVICE COMMISSION
MEETING OF DECEMBER 6, 2021**

1. CALL TO ORDER:

The Civil Service Commission of the City of New Braunfels, Texas, convened on December 6, 2021, in the Tejas Room in the City of New Braunfels City Hall Building.

2. ROLL CALL:

Commissioners present were: Chairperson Paul Ericksen and Vice-Chairperson Brian Martinez.

City Staff and others present were: Becca Miears, Human Resource/Civil Service Director; Lindsey Cox, Human Resources/Civil Service Assistant Director; Jackie Malloy, Human Resources/Civil Service Manager; Lori Stidham, Human Resources/Civil Service Specialist; Nathan Brown, Assistant City Attorney; Keith Lane, Police Chief; Michael Wehman, Interim Fire Chief and Matthew Bushnell, Assistant Fire Chief.

The meeting was called to order by Chairperson Ericksen at 2:00 p.m. in the Tejas Room in the City of New Braunfels City Hall Building.

3. PRESENTATIONS: None

4. APPROVAL OF MINUTES:

A. November 1, 2021.

Vice-Chairperson Martinez made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

5. COMMUNICATIONS:

A. CITIZENS - None

6. DISCUSSION AND ACTION ITEMS:

A. DISCUSS AND CONSIDER CALLING FOR A POLICE OFFICER ENTRANCE EXAMINATION TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.

Civil Service Specialist Lori Stidham presented and discussed the item.

Vice-Chairperson Martinez made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

B. DISCUSS AND CONSIDER CALL FOR A FIRE CAPTAIN PROMOTIONAL EXAMINATION AND ASSESSMENT CENTERS TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.

Civil Service Specialist Lori Stidham presented and discussed the item.

Vice-Chairperson Martinez made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

C. DISCUSS AND CONSIDER CALL FOR A FIRE LIEUTENANT PROMOTIONAL EXAMINATION AND ASSESSMENT CENTERS TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.

Civil Service Specialist Lori Stidham presented and discussed the item.

Vice-Chairperson Martinez made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

D. DISCUSS AND CONSIDER CALL FOR A FIRE ENGINEER PROMOTIONAL EXAMINATION TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.

Civil Service Specialist Lori Stidham presented and discussed the item.

Vice-Chairperson Martinez made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

E. DISCUSS AND CONSIDER CALL FOR A POLICE SERGEANT PROMOTIONAL EXAMINATION TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.

Civil Service Specialist Lori Stidham presented and discussed the item.

Vice-Chairperson Martinez made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

7. **EXECUTIVE SESSION-** The Commission may retire to an Executive Session on any agenda item as provided under Chapter 551.074 (personnel matters) and 551.071 (consultation with attorney concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct) of the Texas Government Code and/or Section 143.053(d) of the Texas Local Government Code, as applicable.

8. **ADJOURNMENT**: Meeting adjourned at 2:04 p.m.

Date Approved: _____

2/10/2022
Brian Martinez
Commission Member

Paul Ericksen
Commission Member

Attest:

Lori Stidham
Lori Stidham Recording Secretary