



**CITY OF DENTON
CIVIL SERVICE COMMISSION
MINUTES**

Date/Time: Monday, November 16, 2020, at 3:30 p.m.
Location: City Hall – City Council Work Session Room
215 E. McKinney St, Denton, TX 76205

After determining that a quorum was present, the Civil Service Commission of the City of Denton, Texas convened in a Regular Meeting on Monday, November 16, 2020, at 3:32 p.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas.

PRESENT: Chair Darhyl Ramsey and Commissioners John Baines and Lilyan Prado Carrillo.

ABSENT: None

Also present were Civil Service Director Stephanie Lang, Deputy City Attorney Michael Cronig, Police Chief Frank Dixon, Police Lieutenant Michael Behrens, Fire Captain Robert Fleniken, Assistant to the City Manager Rachel Bathrop Mendoza, and Civil Service Secretary Crystal Babcock

Note: Chair Darhyl Ramsey and Commissioners John Baines and Lilyan Prado Carrillo participated in the regular meeting via video/teleconference under the provisions allowed by the Texas Government Code Section 551.127.

The posted agenda noted the registration process for public participation at this virtual meeting. While citizen commentary received via the online registration process is not read, each member of the City Council received each registration as it was submitted, if any.

1. ITEMS FOR CONSIDERATION

A. *CSC20-048 Introduction of guests.*

None.

B. *CSC20-049 Receive public comments.*

1. Pre-registration: None
2. Open Microphone: None

C. *CSC20-050 Consider approval of the minutes from the September 18, 2020, meeting.*

The Commission considered approval of minutes from the September 18, 2020, Civil Service Commission meeting. Having no items to review, Commissioner Prado Carrillo motioned to approve the minutes as presented and Commissioner Baines seconded the motion. The motion carried unanimously, 3 – 0.

D. *CSC20-051 Consider, hold discussion, and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Sergeant Promotional Exam (Source Material was approved at the September 18, 2020, Civil Service Commission meeting, and subsequently posted).*

The Commissioners considered approval of the Police Department Position Opportunity

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Announcement (POA) scheduling the date, time, and location of the next Sergeant Promotional Exam. Commissioner Baines made a motion to approve the POA as presented, and Commissioner Prado Carrillo seconded the motion. The motion carried unanimously, 3 – 0.

- E. *CSC20-052 Consider, hold discussion, and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Lieutenant Promotional Exam (Source Material was approved at the September 18, 2020, Civil Service Commission meeting, and subsequently posted).*

The Commissioners considered approval of the Police Department Position Opportunity Announcement (POA) scheduling the date, time, and location of the next Lieutenant Promotional Exam. Commissioner Prado Carrillo made a motion to approve the POA as presented, and Commissioner Baines seconded the motion. The motion carried unanimously, 3 – 0.

- F. *CSC20-053 Consider, hold discussion, and take action on the updated Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Department entrance exam.*

The Commissioners considered approval of the updated Fire Department Position Opportunity Announcement (POA) scheduling the date, time, and location of the January entrance exam. Due to the number of registrants, the location was changed in order to accommodate everyone and follow the recommended COVID-19 safety protocols. Commissioner Baines made a motion to approve the POA as presented, and Commissioner Prado Carrillo seconded the motion. The motion carried unanimously, 3 – 0.

- G. *CSC20-054 Discuss agenda and date of the next Civil Service Commission meeting to be held virtually.*

The Commission discussed setting a date in January for the next Civil Service Commission meeting. Commissioner Prado Carrillo made a motion to adjourn at 3:49 p.m., Commissioner Baines seconded the motion. The motion carried unanimously, 3 – 0.

DocuSigned by:



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CHAIR DARHYL RAMSEY

1/21/2021

MINUTES APPROVED ON

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/20/2021 10:00:52 AM
Certified Delivered	Security Checked	1/21/2021 1:56:47 PM
Signing Complete	Security Checked	1/21/2021 1:56:59 PM
Completed	Security Checked	1/21/2021 1:56:59 PM
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Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">•Allow per session cookies•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

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