



**CITY OF DENTON
CIVIL SERVICE COMMISSION
MINUTES**

Date/Time: Wednesday, October 25, 2023, at 1:00 p.m.
Location: City Hall East – Human Resources Training Room
601 E. Hickory St., Ste. A, 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 Wednesday, October 25, 2023, at 1:12 p.m. in the Human Resources Training Room at City Hall East, 601 E. Hickory Street, Suite A, Denton, Texas.

PRESENT: Commissioners Darhyl Ramsey, John Baines, and Jaime Blanton

ABSENT WITH NOTICE: None

Also present were Director of Human Resources Sarah Kuechler, Deputy Director of Human Resources Megan Gilbreath, Deputy City Attorney Michael Cronig, Fire Battalion Chief Lonny Britten, and Civil Service Secretary Crystal Babcock

1. ITEMS FOR CONSIDERATION

- A. CSC23-060 *Introduction of guests.*

None

- B. CSC23-061 *Receive public comments.*

None

- C. CSC23-062 *Consider approval of the minutes from the September 27, 2023, meeting.*

The Commissioners considered approval of minutes from the September 27, 2023, Civil Service Commission meeting. Commissioner Baines motioned to approve the minutes as presented, Commissioner Blanton seconded the motion. The motion carried, 3 – 0.

AYES (3): Commissioners Baines, Blanton, and Ramsey

NAYS (0): None

ABSENT (0): None

- D. CSC23-063 *Consider, hold discussion, and take action on the proposed 2024 Source Material List for the Fire Department promotional examinations.*

After a brief discussion over the proposed changes to the Source Material Lists for Fire Driver, Captain, and Battalion Chief, the Commissioners considered approval of the proposed 2024 Source Material Lists for the Fire Department promotional examinations. Commissioner Blanton made a motion to approve the Source Material Lists as presented, Commissioner Baines seconded the motion. The motion carried, 3 – 0.

AYES (3): Commissioners Baines, Blanton, and Ramsey

NAYS (0): None

ABSENT (0): None

- E. CSC23-064 *Receive a presentation by Staff on the Fitness for Duty Evaluation Essential Functions forms.*

Staff provided an update on the Fitness for Duty Evaluation Essential Functions forms. No action taken.

- F. CSC23-065 *Consider, hold discussion, and take action on the appointment of the Civil Service Director according to Chapter 143.012.*

After a brief discussion to determine that Deputy Director of Human Resources Megan Gilbreath does meet the requirements set forth in the Texas Local Government Code Chapter 143.012, Commissioner Blanton made a motion to appoint Megan Gilbreath as the new Civil Service Director. Commissioner Baines seconded the motion. The motion carried, 3 – 0.

AYES (3): Commissioners Baines, Blanton, and Ramsey

NAYS (0): None

ABSENT (0): None

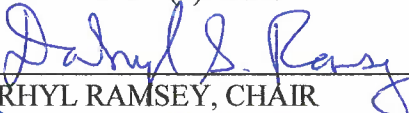
- G. CSC23-066 *Discuss agenda and date of the next Civil Service Commission meeting.*

The Civil Service Commission will meet on November 8, 2023, at 1:00 p.m. Commissioner Blanton made a motion to adjourn at 1:50 p.m.; Commissioner Baines seconded the motion. The motion carried, 3 – 0.

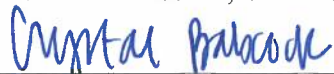
AYES (3): Commissioners Baines, Blanton, and Ramsey

NAYS (0): None


ABSENT (0): None




DARHYL RAMSEY, CHAIR



CRYSTAL BABCOCK, CIVIL SERVICE SECRETARY



DATE



DATE