



**CITY OF DENTON  
CIVIL SERVICE COMMISSION  
MINUTES**

**Date/Time:** Wednesday, January 24, 2024, at 1:00 p.m.  
**Location:** Police Substation – Community Room  
4111 Vintage Boulevard, Argyle, TX 76226

After determining that a quorum was present, the Civil Service Commission of the City of Denton, Texas convened in a Regular Meeting on Wednesday, January 24, 2024, at 1:03 p.m. in the Community Room at the Police Substation, 4111 Vintage Boulevard, Argyle, Texas.

**PRESENT:** Commissioners Darhyl Ramsey and John Baines

**ABSENT WITH NOTICE:** Commissioner Jaime Blanton

Also present were Director of Human Resources/Civil Service Director Megan Gilbreath, Deputy City Attorney Michael Cronig, Police Deputy Chief Derek Bradford, Police Sergeant Jason Kolba, Fire Battalion Chief Lonny Britten, Fire Captain Hunter Lott, Benefits and Leave Coordinator Heather Feeney, and Civil Service Secretary Crystal Babcock

**1. ITEMS FOR CONSIDERATION**

*A. CSC24-001 Introduction of guests.*

None

*B. CSC24-002 Receive public comments.*

None

Commissioner Baines made a motion to move item CSC24-011 to the beginning of the meeting. Commissioner Ramsey seconded the motion.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

**CLOSED MEETING**

The Commission convened into a Closed Meeting at 1:04 p.m. consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law, as follows:

*A. CSC24-011 Consultation with Attorneys under Texas Government Code Section 551.071, Personnel Matters under Texas Government Code Section 551.074, and Deliberations Involving Medical or Psychiatric Records of Individuals under Texas Government Code Chapter 551.0785.*

*Receive information from staff and discuss, deliberate, and provide staff with direction pertaining to whether the Commission questions the fitness for duty determination of a Denton Police Officer under Texas Local Government Code Chapter 143.081. Consultation with the City's attorneys regarding legal issues associated with the fitness for duty determination where a public discussion of these legal matters would conflict with the duty of the City's attorneys to the City of Denton and the Denton City Council under the Texas Disciplinary Rules of Professional Conduct or of the State*

*Bar of Texas, or would jeopardize the City's legal position in negotiations or potential litigation.*  
Deliberated

The Commission reconvened the meeting at 1:42

### **OPEN MEETING**

*C. CSC24-003 Consider approval of the minutes from the November 8, 2023, meeting.*

The Commissioners considered approval of minutes from the November 8, 2023, Civil Service Commission meeting. Commissioner Baines motioned to approve the minutes as presented, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

*D. CSC24-004 Hold discussion and take action on the election of the Chair Commissioner and Vice-Chair Commissioner.*

The Commissioners discussed electing a Chair Commissioner and Vice-Chair Commissioner for the 2024 Civil Service Commission. Commissioner Baines made a motion to elect Commissioner Ramsey as Chair Commissioner and Commissioner Baines as Vice-Chair Commissioner, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

*E. CSC24-005 Hold discussion and take action on the eligibility list for beginning positions in the Police Department from the Written Examination that was administered on January 13, 2024.*

Commissioner Baines made a motion to approve the Eligibility List as presented, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

*F. CSC24-006 Hold discussion and take action on the Commission List for beginning positions in the Fire Department from the Written Examination that was administered on January 13, 2024.*

Commissioner Baines made a motion to approve the list with changes (re-ordering so that the list is in descending order from highest score to lowest), Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

- G. *CSC24-007 Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Battalion Chief Promotional Examination (Source Material List was approved at the October 25, 2023, Civil Service Commission meeting, and subsequently posted).*

Commissioner Baines made a motion to approve the Position Opportunity Announcement (POA) as presented, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

- H. *CSC24-008 Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Captain Promotional Examination (Source Material List was approved at the October 25, 2023, Civil Service Commission meeting, and subsequently posted).*

Commissioner Baines made a motion to approve the Position Opportunity Announcement (POA) as presented, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

- I. *CSC24-009 Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Driver Promotional Examination (Source Material List was approved at the October 25, 2023, Civil Service Commission meeting, and subsequently posted).*

Commissioner Baines made a motion to approve the Position Opportunity Announcement (POA) as presented, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

- J. *CSC24-010 Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Department entrance examination.*

The item was withdrawn by the Police Department. No action taken.

- K. *CSC24-012 Hold discussion and take action on whether the Commission questions the fitness for duty determination of a Denton Police Officer under Texas Local Government Code 143.081.*

Commissioner Baines made a motion that the Commission does not question the Doctor's report, Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

ABSENT (1): Commissioner Blanton

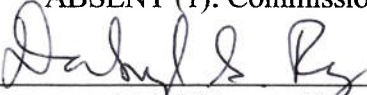
L. CSC24-013 *Hold discussion and take action on the meeting schedule for 2024.*

The Civil Service Commission will meet on February 28, 2024, at 1:00 p.m. Commissioner Baines made a motion to adjourn at 2:02 p.m.; Commissioner Ramsey seconded the motion. The motion carried, 2 – 0 – 1.

AYES (2): Commissioners Baines and Ramsey

NAYS (0): None

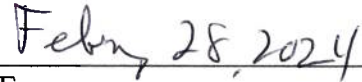
ABSENT (1): Commissioner Blanton



DARHYL RAMSEY, CHAIR



CRYSTAL BABCOCK, CIVIL SERVICE SECRETARY



DATE



DATE