



REGULAR Called Meeting of the Civil Service Commission  
September 26, 2019

Human Resources Training Room  
601 E. Hickory St. Denton, TX 76205

Present: Dr. Darhyl Ramsey, Chair; John Baines, Vice-Chair; Lilyan Prado Carrillo, Commissioner; Chuck Goodman, Fire Battalion Chief; Jason Kolba, Police Sergeant; Carla Romine, Human Resources, Stephanie Lang, Civil Service Director, Diena Flores, Civil Service Secretary

Commissioner Ramsey brought the meeting to order at 3:16 p.m.

- I There were no guests, however Stephanie Lang, the new Civil Service Director was introduced by Carla Romine, who is retiring.
- II The Commission considered the approval of the minutes of the regular called meeting on July 24, 2019. Baines moved to approve. Ramsey seconded the motion, and it carried unanimously.
- III The Commission considered the approval of the 2020 Source Material List for the Fire Department promotional examinations. Commissioner Ramsey noted there appeared to be more leadership material and less technical material on the list. Although no other comment was made about the source material, Commissioner Prado noted that some of the appeals were based on how the questions were worded and asked if the department purchased the test from an outside source or was it written internally. Chief Goodman said they have done both in the past but were currently in the process of purchasing tests. He also noted that they were going to ask for a couple of extra questions in case they wanted to delete one or two. Prado moved to approve. Baines seconded the motion, and it carried unanimously.
- IV The Commission considered the approval of the Police Recruit Certification List from the entry level examination that was administered on September 7, 2019. They used a new testing company. Prado moved to approve. Baines seconded the motion, and it carried unanimously.
- V The Commission considered the approval of the Position Opportunity Announcement to schedule the date, time, and location for the Police entry-level examination. Sergeant Kolba explained that the meet and confer agreement that was just approved eliminated the banding that was used for this list and the banding was explained. The department will have 3 tests starting in 2020 to coincide with the 3 academies they have each year. After reviewing the demographics of the test, it was suggested by Commissioner Prado that Sergeant Kolba check if the testing company has a study guide or a "practice test" available to help potential test takers or at least resources that could be accessible on line. Prado moved to approve. Baines seconded the motion, and it carried unanimously.



The next scheduled meeting is October 23, 2019. At this time, there is nothing on the agenda.

Commissioner Ramsey made the motion to adjourn the meeting at 3:53 p.m. Prado seconded the motion, and it carried unanimously.

Chair