



**CITY OF DENTON  
CIVIL SERVICE COMMISSION  
MINUTES**

**Date/Time:** Friday, September 18, 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 Friday, September 18, 2020, at 3:35 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, Police Sergeant Jason Kolba, Fire Battalion Chief Michael Holdscaw, 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. *CSC20-040 Introduction of guests.*

None.

B. *CSC20-041 Receive public comments.*

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

C. *CSC20-042 Consider approval of the minutes of July 9, 2020.*

The Commission considered the approval of minutes from the July 9, 2020, Civil Service Commission meeting. Having no items to review, Commissioner Baines motioned to approve the minutes as presented and Commissioner Ramsey seconded the motion. The motion carried unanimously, 3 – 0.

D. *CSC20-043 Consider, hold discussion, and take action on the Police Recruit Certification List from the entry level examination that was administered on September 5, 2020.*

The Commission considered approval of the Police Department Recruit Certification List from the entrance exam administered on September 5, 2020. Commissioner Prado Carrillo made a motion to

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accept the Certification List as presented, and Commissioner Baines seconded the motion. The motion carried unanimously, 3 – 0.

- E. *CSC20-044 Consider, hold discussion, and take action on the proposed 2021 Source Material List for the Fire Department promotional examinations.*

The Commissioners considered approval of the proposed 2021 Source Material List for the Fire Department promotional examinations. After a brief discussion outlining the changes, Commissioner Baines made a motion to approve the proposed Source Material List as presented, and Commissioner Prado Carrillo seconded the motion. The motion carried unanimously, 3 – 0.

- F. *CSC20-045 Consider, hold discussion, and take action on the proposed 2020 Source Material List for the Police Department promotional examinations.*

The Commissioners considered approval of the proposed 2020 Source Material List for the Police Department promotional examinations. After a brief discussion outlining the updates to the list, Commissioner Prado Carrillo made a motion to approve the proposed Source Material List as presented, and Commissioner Baines seconded the motion. The motion carried unanimously, 3 – 0.

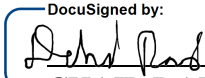
- G. *CSC20-046 Consider, hold discussion, and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Department entrance exam.*

The Commissioners considered approval of the Police Department Position Opportunity Announcement (POA) scheduling the date, time, and location of the next entrance 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.

- H. *CSC20-047 Discuss agenda and date of the next Civil Service Commission meeting to be held virtually.*

The Commission discussed setting a date in November to discuss upcoming promotional examinations. Commissioner Prado Carrillo made a motion to adjourn at 4:15 p.m., Commissioner Baines seconded the motion. The motion carried unanimously, 3 – 0.

DocuSigned by:



CHAIR DARHYL RAMSEY

11/16/2020

MINUTES APPROVED ON