

## Civil Service Commission Minutes

On January 8, 2020, the Civil Service Commission of the City of Amarillo met at 8:30 am at City Hall, 601 S Buchanan, Amarillo, TX, 79101, in the City Council Chambers for a Regular Meeting.

	Present	No. Meetings Held Since Appointment	No. of Meetings Attended
Lawrence Walker, Chairman	Yes	43	43
David Hurt, Vice Chairman	No	46	44
Sally Jennings	Yes	21	20

Also in attendance were the following:

Mitchell Normand, Dir of Human Resources  
Erin Palacio, HR Manager

Bryan McWilliams, City Attorney  
Viola Frausto, SR HR Generalist

Call to order. Lawrence Walker established a quorum and called the regularly scheduled meeting of the Civil Service commission to order at 8:36 am.

**ITEM 1:** Motion made to approve minutes from November 13, 2019. There were no comments or questions asked regarding the minutes. Motion made to approve, seconded by Lawrence Walker. Motion passes.

**ITEM 2:** Review and consider the approval the list of new employees, step increases, transfers, promotions, demotions, bypasses, temporary assignments and disciplinary actions. Motion was made to accept and approve the list as presented and it was seconded by Lawrence Walker. Motion passes.

**ITEM 3:** Motion was made to approve the Police Recruit eligibility register. Motion made by Sally Jennings to approve, Lawrence Walker seconded. Motion passes.

**ITEM 4:** Consider appeal filed by Fire Driver Alex Laugesen regarding questions 49 and 57 on the Fire Lieutenant exam given on December 10, 2019. Lawrence Walker called Mr. Laugesen to the podium and was sworn in. Mr. Laugesen was asked to state his name, address and years of service with the Fire Dept.

Mr. Laugesen stated that the questions being appealed had more than one correct answer. He stated that question 49 was keyed as "A" being the correct answer but said that answer "B" should be counted as correct as well.

He stated that question 57 also had more than one correct answer. The book contradicts the answers. He asked that on question 49, A & B be counted as correct and on question 57, B & D be counted as correct.

Fire Driver Jason Brown came to the podium, stated his name, address and years of service with the Fire Dept. He stated that the questions were verbatim, straight from the book, but the answers had different correct meanings and was confusing.

Dist Chief Havlik came up to the podium to clarify the questions related to the meaning of the questions being asked and comparing to real life procedures.

There were no other comments from the audience or questions from the board.

At 8:54am, Bryan McWilliams stated Section 551.074 of the Texas Open Meetings Act and recessed the board into executive session.

The meeting was back in session at 9:12 am.

The motion was made on question 49 that both answers A&B be deemed and marked as correct. And on questions 57, that both answers B&D be deemed and marked as correct.


The meeting was recessed at 9:18am to recalculate and create a register.

The meeting was called back to order at 9:24am. The LT register was approved by Sally Jennings and seconded by Lawrence Walker.

**ITEM 5:** Election of a chairman and vice-chairman. It was moved to have David Hurt as the Chairman and Sally Jennings as vice-chairman. Lawrence Walker motioned to approve and Sally Jennings seconded.

No other items on the agenda. Motion was made to adjourn by Lawrence Walker, seconded by Sally Jennings. Meeting was adjourned at 9:31am.

  
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Mitchell Normand, Civil Service Director

  
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Lawrence Walker, Chairman