

MINUTES
CITY OF NEW BRAUNFELS CIVIL SERVICE COMMISSION MEETING
January 28, 2014

The Civil Service Commission of the City of New Braunfels, Texas, met on January 28, 2014 at the New Braunfels Municipal Building in Council Chambers.

Commissioners present were: Chairperson Jan Kotylo and Vice-Chairperson Pat Clifton.

City Staff present were: Kathryn Usrey, Interim Human Resources/Civil Service Director; Liz Schneider, Human Resources/Civil Service Manager; Lori Stidham, Senior Human Resources Assistant/Civil Service Assistant; John Robinson, Fire Chief; Joe Vargas, Assistant Police Chief; and Val Acevedo, City Attorney.

The meeting was called to order by Chairperson Kotylo at 4:02 p.m.

ITEM 1. APPROVAL OF MINUTES FROM THE MEETING ON NOVEMBER 20, 2013.

Vice-Chairperson Clifton made a motion to approve; Chairperson Kotylo seconded the motion, which was unanimously approved.

ITEM 2. DISCUSSION AND ACTION FOR APPROVAL TO OPEN THE BATTALION CHIEF PROMOTIONAL EXAM TO CANDIDATES FROM CAPTAIN'S WITH LESS THAN TWO YEARS SERVICE FOR THE REQUIRED MINIMUM OF THREE (3) CANDIDATES AND IF UNABLE TO REACH THE REQUIRED THREE (3) CANDIDATES AFTER THE TENTH (10TH) DAY REGISTRATION PERIOD FOR CAPTAIN'S, CONTINGENT APPROVAL TO OPEN THE BATTALION CHIEF PROMOTIONAL EXAM TO CANDIDATES IN THE NEXT LOWER POSITION, LIEUTENANT, WITH A MINIMUM OF TWO (2) CONTINUOUS YEARS IN THE RANK AND AT LEAST FOUR (4) YEARS ACTUAL SERVICE IN THE NEW BRAUNFELS FIRE DEPARTMENT.

Interim Civil Service Director Kathryn Usrey presented and discussed the item.

Vice-Chairperson Clifton made a motion to approve; Chairperson Kotylo seconded the motion, which was unanimously approved.

ITEM 3. DISCUSSION AND ACTION CALLING TO CHANGE THE POLICE CORPORAL PROMOTIONAL EXAMINATION DATE TO MEET THE THIRTY DAY MINIMUM REQUIREMENT TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.

Interim Civil Service Director Kathryn Usrey presented and discussed the item.

Vice-Chairperson Clifton made a motion to approve; Chairperson Kotylo seconded the motion, which was unanimously approved.

Motion to adjourn was made.

ADJOURNMENT: Meeting adjourned at 4:06 p.m.

Attest:


GARY WUEST, Recording Secretary

Date Approved: 4/4/14 *Andrea Cij*


Commission Member


Commission Member

