

SPECIAL SESSION

October 6, 2020

The Fire Fighters' and Police Officers' Civil Service Commission of the City of Athens, Texas met in Special Session on Tuesday, October 6, 2020 at 10:00 a.m. in the Conference Room at City Hall Annex, 508 E. Tyler Street, Athens, Texas with the following members present to wit:

John Trent, Chairman  
John Glover, Vice-Chairman  
Janice Russell, Member

Others Present: Elizabeth Borstad, City Manager; Rodney Williams, Interim Police Chief; Paul Crayton, Assistant Fire Chief; Sissy Geddie, Human Resource Manager; Bonnie Hambrick, City Secretary

constituting a quorum at which time the following proceedings were enacted, to wit:

CALL TO ORDER: 10:00 AM

CONSIDER APPROVING THE MINUTES FROM THE JUNE 22, 2020 SPECIAL SESSION.

A motion was made by Member Janice Russell, seconded by Vice Chairman John Glover to approve the minutes as written. The motion carried unanimously.

DISCUSS AND CONSIDER APPOINTMENT OF CIVIL SERVICE DIRECTOR AS REQUIRED BY THE TEXAS LOCAL GOVERNMENT CODE CHAPTER 143.012(a).

Elizabeth Borstad, City Manager reported to the Commission that the City's former Civil Service Director, Jennifer Robertson, had taken employment elsewhere and stated that the Commission would need to appoint a new Civil Service Director and she recommended Sissy Geddie.

A motion was made by Vice Chairman John Glover, seconded by Member Janice Russell to appoint Sissy Geddie as Civil Service Director, as required by the Texas Local Government Code Chapter 143.012(a). The motion carried unanimously.

DISCUSS AND CONSIDER GRANTING THE DIRECTOR OF CIVIL SERVICE ADMINISTRATIVE AUTHORITY ON BEHALF OF THE COMMISSION FOR DUTIES THAT ARE MINISTERIAL IN NATURE AS REQUIRED BY TEXAS LOCAL GOVERNMENT CODE CHAPTER 143.012

A motion was made by Member Janice Russell, seconded by Vice Chairman John Glover granting the Director of Civil Service administrative authority on behalf of the Commission for duties that

are ministerial in nature as required by Texas Local Government Code Chapter 143.012. The motion carried unanimously.

**DISCUSS AND CONSIDER CHANGING CIVIL SERVICE TESTING MATERIAL VENDORS FOR ENTRY LEVEL POLICE OFFICER TESTING AND PROMOTIONAL TESTING FROM INTERNATIONAL PROJECT MANAGEMENT ASSOCIATION (IPMA) TO STANARD AND ASSOCIATES, INC.**

Elizabeth Borstad, City Manager, stated that our current service testing vendor, IPMA, is no longer providing Police Officer promotional testing material as they are focusing on Entry-Level Police Officer testing. Ms. Borstad stated that she had Chief Williams look into finding another vendor for promotional testing materials and ask that he update his findings to the Commission. Rodney Williams, Interim Police Chief, explained that he had reached out to IPMA and confirmed that they were not able to provide this promotional testing service to us. He also stated that other agencies throughout the State of Texas are experiencing this same problem with IPMA. Chief Williams contacted Stanard and Associates and confirmed that they provide the same type of testing materials needed for Promotional Testing and Entry-Level Testing and they are ready to distribute testing materials once approved by the board. Chief Williams is recommending using Standard and Associates to provide Entry-Level Exams, First Line Supervisor and Second Line Supervisor Promotional Exams.

A motion was made by Chairman John Trent, seconded by Member Janice Russell to change Civil Service Testing Material Vendors for Entry Level Police Officer Testing and Promotional Testing from International Project Management Association (IPMA) to Stanard and Associates, Inc. The motion carried unanimously.

Chairman John Trent asked if there were any other items that needed to be discussed before adjourning. Elizabeth Borstad gave a brief update on the Police Chief search stating that interviews will begin in early December with the appointed committees conducting the interview process.

ADJOURN: 10:05 AM

PASSED AND APPROVED THIS 12TH DAY OF FEBRUARY, 2021

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Chairman

Attest:

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Secretary