



**FIREFIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION
Monday, September 18, 2023
5:30 P.M.**

**Council Briefing Room
1945 E. Jackson Rd
Carrollton, TX 75006**

AGENDA

1. Approve the August 21, 2023, Civil Service Commission Meeting Minutes.
2. Certify scores for the Police Entrance Exam administered on August 19, 2023.
3. Review and approve the Civil Service Local Rules regarding Police Department Passover reasons for Eligibility Lists on entrance exams.

EXECUTIVE SESSION: (if applicable)

Pursuant to Section 551.071 of the Texas Government Code, the Civil Service Commission reserves the right to consult in a closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda.

I certify that this notice was posted on the bulletin boards located at City Hall and the Workforce Services Department of the City of Carrollton, Texas on September 14, 2023.

Adrian Perez
Adrian Perez, Civil Service Administrator

I certify that this notice was removed from the above official bulletin boards of the City of Carrollton, Texas, on _____ by _____.

This building is wheelchair accessible. For accommodations or sign interpretive services, please contact Laurie Wilson in the City Manager's office forty-eight hours in advance at (972) 466-3005.



CARROLLTON
TEXAS
FIREFIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION

August 21, 2023

5:30 P.M.

Commission Chair Kelly Pelkey called the meeting to order at 5:30 PM. Commissioner Jim Pipkin, Commissioner Michelle Weist, Assistant City Attorney Kanika Juneja, Police Commander Charles Monroe, Assistant Fire Chief Herb Cavanaugh, Battalion Chief Matthew Graham, Administrative Services Coordinator Kaitlynn Burress, and Workforce Services Manager, Adrian Perez were in attendance.

The first item on the agenda was to approve the July 17, 2023, Civil Service Commission Meeting Minutes. Commissioner Pipkin made a motion to accept the minutes. Commission Chair Kelly Pelkey seconded. Motion carried unanimously.

The second item on the agenda was to certify scores for the Fire Entrance Exam administered on August 5, 2023. Commissioner Jim Pipkin made a motion to certify the scores. Commissioner Michelle Weist seconded. Motion carried unanimously.

The meeting adjourned at 5:31 PM.

Respectfully submitted,

Michelle Weist, Commissioner

Jim Pipkin, Commissioner

Kelly Pelkey, Commission Chair

Date

**Police Department Entrance Exam
Pre-Certified List - 09/19/2023**

<u>RANK</u>	<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>RAW</u>	<u>MILITARY</u>	<u>TOTAL</u>
1	NELSON	ANDREW	92	5	97
2	EDDINGS	ERIN	89	5	94
3	KIM	HYUN	88	5	93
4	BLUNT	COREY	88	5	93
5	FUSTON	JEFFREY	88	5	93
6	GARZA	GABRIELA	90		90
7	NICHIK	ANDREY	85	5	90
8	BACON	AARON	89		89
9	ANDERSON	REBECKAH	89		89
10	ODOM	MATTHEW	84	5	89
11	UPCHURCH	COLTON	88		88
12	NGUYEN	TONY	88		88
13	IANICELLI	LORENZO	87		87
14	JOHNSON	MELISSA	87		87
15	LENE	ANDREW	82	5	87
16	GALVAN	MARISSA	86		86
17	HOLDEN	KYLE	86		86
18	COOPER	ANDREW	86		86
19	HETZER	BRIAN	86		86
20	MAYO	ANTHONY	81	5	86
21	NORTON	CADE	85		85
22	HECKART	CALEB	85		85
23	RODERICK	ANTHONY	84		84
24	CHAVEZ	JACK	84		84
25	JARRARD	JONAH	84		84
26	PEREZ	LUIS	84		84
27	GRASSEDONIO	JOHN	83		83
28	SCHAFFER	CONNOR	83		83
29	PORTER	TYLER	83		83
30	JOHNSON	WENDELL	78	5	83
31	LOWE	ELISHA	82		82
32	PARRA	RICARDO	82		82
33	OROZCO	JOSE	82		82
34	GATHRIGHT	ASHLEY	82		82
35	AIEMAN	ANTHONY	77	5	82
36	BROWN	JACOB	81		81
37	TARAFDAR	IBSHARUN	79		79
38	THOMAS	HAYDEN	79		79
39	VELAZQUEZ	ARNOLD	74	5	79
40	GEISLER	MACKENZIE	78		78
41	CORTES	HEINER	78		78
42	PEREZ	JESUS	78		78
43	HEALY	GRANT	78		78
44	ENGBERG	BRETT	76		76
45	BAIDOO	OBRIANNA	75		75
46	CORSO	JEFFREY	74		74

47	HEBERT	BRENNAN	74	74
48	TATE	MARCUS	72	72
49	PATINO	RUBY	72	72
50	THONG	GRACY	71	71

DID NOT PASS

51	MANIVANH	STEVENVK	69	69
52	CASTILLO	FERNANDO	63	63
53	SAFARI	HAMIDULLAH	61	61
54	SAFARI	AZIZULLAH	54	54
55	JORDAN	AURELIO	48	48
56	BOADI	JENNIFER	39	39

Michelle Weist, Commissioner

Jim Pipkin, Commissioner

Kelly Pelkey, Commission Chair

Date

**PROPOSED ADDITIONS/CHANGES TO THE
CITY OF CARROLLTON FIRE FIGHTERS' AND POLICE
OFFICERS' CIVIL SERVICE RULES AND REGULATIONS (THE
"RULES")**

4.8 Candidates may be passed over on the eligibility list for any one or more of the reasons listed below:

Modify/change subsection P (b-c) to Rule 4.8 Candidates may be passed over on the eligibility list for any one or more of the reasons listed below: to read as follows:

CURRENT

- 4.8 Candidates may be passed over on the eligibility list for any one or more of the reasons listed below:
- A. A lack of established minimum qualifications for the position.
 - B. A lack of ability to read, write and fluently speak the English language.
 - C. Being younger than 21 years of age on the date of the TCOLE Police Officer Certification Exam.
 - D. Not being a U.S. Citizen.
 - E. Failure to have a stable employment record and good credit rating, without valid explanation which is determined as acceptable to the Department head or his/her designee.
 - F. Failure to meet current Department standards regarding past drug usage, which may include a history of addiction to drugs and/or alcohol.
 - G. Failure to meet current Department standards regarding appearance.
 - H. Being convicted, as defined in Chapter Two of these Rules, of any felony, Class A misdemeanor, or any crime of moral turpitude.
 - I. Being convicted, as defined in Chapter Two of these Rules, of any Class B misdemeanor within the last ten years.
 - J. Demonstrating past or present conduct which would be unbecoming of a member of the Department or constitute a violation of Department policy.
 - K. Dismissal from public service due to misconduct by the candidate.
 - L. Conduct demonstrating a lack of moral character or conduct inconsistent with the essential job duties of a beginning police officer with the Department.

- M. Failure to: a. Have a valid driver's license, and be able to obtain a valid Texas Driver's License if their current license is issued by another state; or b. Have a good driving record, as defined by current Department standards
- N. Being mentally or physically unfit to perform the essential job duties of a beginning police officer for the Department.
- O. Failure to satisfactorily meet all requirements of every part of the selection process; or
- P. Failure to meet one of the following educational or experience requirements:
 - a. Sixty (60) hours or more of college credit at time of appointment.
 - i. Credits obtained from Developmental Education, or that reflect remedial classwork required to bridge the gap between the student's knowledge and the college entry level courses, will not be counted towards this requirement.
 - b. Forty-five (45) hours of college credit in addition to two (2) or more years of service as a sworn peace officer, active-duty service in the U.S. Armed Forces with an Honorable Discharge, or full-time employment with the Carrollton Police Department, at time of hiring.
 - c. Four (4) or more years active-duty service in the U.S. Armed Forces with an Honorable Discharge, or four (4) or more years of service as a sworn peace officer, at time of appointment.
 - d. Three or more years employed with the Carrollton Police Department at the time of appointment.
- Q. For purposes of this chapter, all college hours must come from an accredited college or university, as defined by TCOLE Rule 211.1, in any discipline, with a cumulative grade point average of 2.0 or higher. Time credited for experience in each of the categories is mutually exclusive and may not be combined with time for a separate category to qualify for a reduction in the requirement for college hours. Time served must be continuous, without any breaks in service. Experience level must be accepted as of the date of the Civil Service examination.

PROPOSED

- 4.8 Candidates may be passed over on the eligibility list for any one or more of the reasons listed below:
- A. A lack of established minimum qualifications for the position.
 - B. A lack of ability to read, write and fluently speak the English language.
 - C. Being younger than 21 years of age on the date of the TCOLE Police Officer Certification Exam.
 - D. Not being a U.S. Citizen.
 - E. Failure to have a stable employment record and good credit rating, without valid explanation which is determined as acceptable to the Department head or his/her designee.
 - F. Failure to meet current Department standards regarding past drug usage, which may include a history of addiction to drugs and/or alcohol.
 - G. Failure to meet current Department standards regarding appearance.
 - H. Being convicted, as defined in Chapter Two of these Rules, of any felony, Class A misdemeanor, or any crime of moral turpitude.
 - I. Being convicted, as defined in Chapter Two of these Rules, of any Class B misdemeanor within the last ten years.
 - J. Demonstrating past or present conduct which would be unbecoming of a member of the Department or constitute a violation of Department policy.
 - K. Dismissal from public service due to misconduct by the candidate.
 - L. Conduct demonstrating a lack of moral character or conduct inconsistent with the essential job duties of a beginning police officer with the Department.
 - M. Failure to: a. Have a valid driver's license, and be able to obtain a valid Texas Driver's License if their current license is issued by another state; or b. Have a good driving record, as defined by current Department standards
 - N. Being mentally or physically unfit to perform the essential job duties of a beginning police officer for the Department.
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 - b. Forty-five (45) hours of college credit in addition to two (2) or more years of service as a sworn peace officer, active-duty service in the U.S. Armed Forces with an Honorable Discharge, or full-time employment with the Carrollton Police Department, or four (4) or more Good/Satisfactory, Reserve/National Guard years at time of appointment.
 - c. Four (4) or more years active-duty service in the U.S. Armed Forces with an Honorable Discharge, four (4) or more years of service as a sworn peace officer, or six (6) or more Good/Satisfactory, Reserve/National Guard years at time of appointment.
 - d. Three or more years employed with the Carrollton Police Department at the time of appointment.
- Q. For purposes of this chapter, all college hours must come from an accredited college or university, as defined by TCOLE Rule 211.1, in any discipline, with a cumulative grade point average of 2.0 or higher. Time credited for experience in each of the categories is mutually exclusive and may not be combined with time for a separate category to qualify for a reduction in the requirement for college hours. Time served must be continuous, without any breaks in service. Experience level must be accepted as of the date of the Civil Service examination.