

RECEIVED

2025 JAN 21 AM 11:40

CITY SECRETARY
DALLAS, TEXAS



CIVIL SERVICE BOARD MINUTES
SPECIAL-CALLED BOARD MEETING

2447
Tuesday, November 12, 2024

Board members in Attendance:

Terrence Welch, Chair
Kyla G. Cole
Pam Gerber
Angela Kutac
Chris Leal
Bridgett I. Mitchell
Curtis Pierre

Appellant:

Noel Balderas

Staff in Attendance:

Jarred D. Davis, Director, Civil Service Department
Brittany Drake, Manager, Civil Service Department
Ana Monzon, Executive Assistant, Civil Service Department
Daniel Moore, Assistant City Attorney II

I. Call to Order

Chair Welch called the Board meeting to order at 9:30 a.m.

II. Public Speakers

N/A

III. Approval of Minutes

- a. Approve Minutes from the October 1, 2024 Special-Called Civil Service Board Meeting.

Board member Gerber moved to approve the minutes as printed. Board member Leal seconded the motion. The Board unanimously approved the motion.

IV. Hearing Item(s)

- a. Hear the rehire eligibility of Mr. Noel Balderas, a former employee in the Housing Department.

Mr. Balderas' re-hire eligibility hearing was postponed allowing the full two years to elapse since separation of employment with the City of Dallas. Board member Gerber moved to postpone the hearing until the January 7th, 2025, meeting. Board member Pierre seconded the motion. The Board unanimously approved the motion.

V. Briefing and Discussion Item(s)

- a. 2023 Civil Service Talent Acquisition Update

Mr. Davis provided the Board with an update on Civil Service's Talent Acquisition, sharing the as the audit has been finalized. Mr. Davis shared the six audit recommendations for CVS. They included: eliminate the candidate freeze rule, build a process to solicit feedback from hiring managers during and after the candidate pool review, ensure similar rules regarding test taking for online and in-person tests, develop a 30, 60 and 90 day new-hire orientation guide, and coordinate with HR to identify potential non-civil service positions for targeted recruitment outreach. He informed the Board that the City has made an investment to implement Workday as the new applicant tracking system. CVS is actively working on implementing by early next year, five Workday modules such as recruitment/onboarding, talent/performance, benefits, advance compensation, and learning management system.

- b. Sworn Service Appointment Rules Amendment Update

Mr. Davis provided an update on the proposed Sworn Service Appointment Rules Amendment. In June 2024, DPD requested CVS to consider adding an additional pathway for entry-level sworn employment. Thereafter, during June and July 2024, CVS conducted a benchmarking study of entry-level sworn requirements. Arlington, Plano, Irving, Forth Worth, Garland, Austin, Houston, and San Antonio were selected as comparators due their size, regional proximity and impact on the local recruitment market. On October 1, 2024, the Civil Service Board conducted a public hearing to receive input into the proposed rule amendment and subsequently approved adoption. Also in October 2024, CVS Board Secretary briefed the Public Safety Committee of Council with this item.

Page 2

- c. FY 23-24, Q4 Departmental Scorecard

Mr. Davis presented the FY 23-24, Q4 Departmental Scorecard. He explained that the slide contains all the information that will be included on the 2024 Annual Report.

- d. Department Updates and Announcements

Mr. Davis updated the Board with the CVS's hiring events & job fairs throughout the months of October and December as follows: The Lincoln Tech Auto/Diesel Career Fair on October 1st, connected with 8 job seekers, and DPD Communications Hiring Event on October 29th, attracted 16 job seekers, all of whom participated in interviews for potential roles within DPD communications. The Test Validation Unit scheduled the Police Senior Corporal Written Exam on December 4, 2024 at Kay Bailey Hutchison Convention Center with 530 candidates registered to participate.

VI. Action Item (s)

N/A

VII. Adjournment

Chair Welch adjourned the meeting at 10:07 a.m.


Jarrod Davis (Jan 8, 2025 20:32 CST)
ATTESTED


Terrence S. Welch (Jan 8, 2025 16:57 CST)
APPROVED