



**CIVIL SERVICE BOARD MINUTES
REGULAR MEETING**

2358
Tuesday, October 1, 2019

The Civil Service Board convened in a regularly scheduled meeting on Tuesday, October 1, 2019 at the Civil Service Board Room located at 1500 Marilla St., Suite 1 C – South, Dallas, Texas.

Chair Terrence Welch called the Board meeting to order at 9:35 am.

Board members in Attendance:

Chandra Marshall-Henson, Vice Chair
Shana Hope Khader
Lorraine G. Montemayor
Glynn E. Newman
Kendall W. Scudder
Terrence Welch

Attendees:

Francisco Tovar, Jr., Appellant
Bert Vandenberg, Assistant City Attorney

Staff in Attendance:

Jarred D. Davis, Director
Pamela McDonald, Manager
Ana Monzon, Executive Assistant

1. PUBLIC TESTIMONY

Hear Public testimony on the following agenda items: Approval of Minutes, Hearing item(s), and Action item(s).

None.

2. APPROVAL OF MINUTES

Approve Minutes from the September 3, 2019 Civil Service Board Regular Meeting

Vice Chair Marshall-Henson motioned to accept the minutes as printed; Board member Montemayor seconded the motioned. The Board unanimously approved the minutes.

3. HEARING ITEM(S)

Hear the rehire eligibility appeal of Mr. Francisco Tovar, Jr., a current employee in the Department of Code Compliance to be eligible for Classified Civil Service positions.

The Board heard the appeal of Francisco Tovar Jr. The Board considered information about Mr. Tovar's previous and current employment with the City. After hearing from Mr. Tovar, Board member Marshall-Henson made a motion to approve Mr. Tovar's appeal to be eligible to apply for Classified Civil Service Positions. Board Member Montemayor seconded the motion.

The Board unanimously approved Mr. Tovar's appeal.

4. BRIEFING ITEM(S)

FY 19-20 Civil Service Departmental Strategic Goals and Priorities

Mr. Davis briefed the Board on the 2019-20 Civil Service Departmental Goals and Priorities. Mr. Davis also briefed the Board on the supporting action plan that will assist in meeting the three strategic goals in the areas of Talent Attraction, Talent Assessment and Operational Excellence. Board member Khader requested an updated timeline on the development of metrics to assess departmental performance. Mr. Davis stated that he is expected to provide a draft report, including metrics in the December meeting.

5. DISCUSSION ITEM(S)

Rules Revision Subcommittee Update

Chair Welch provided an update on the progress of the work that took place in the Rules Revision subcommittee which is now dissolved. A draft has been prepared and has been forwarded to the Board's Secretary and City Attorney's staff for review.

6. ACTION ITEM(S)

Election of Civil Service Board Vice Chair

After discussion and careful consideration, Board member Newman made a motion to nominate Chandra Marshall-Henson as Vice-Chair of the Civil Service Board. Chair Welch seconded the motion.

The Board unanimously approved Board Member Marshall-Henson as Vice-Chair.

Approve Trial Board Rotational Schedule for Fiscal Year 19-20

After discussion and questions about how Trial Boards are rotated, Vice Chair Marshall-Henson motioned to accept the FY19-20 rotational schedule. Board Member Khader seconded the motion.

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The Board unanimously approved the schedule.

7. DIRECTOR'S OPERATIONAL REPORT

Operational Report Highlights
Special Presentations & Announcements

ADJOURNMENT

Chair Welch adjourned the meeting at 11:37 am.



ATTESTED



APPROVED