

## NOTICE OF MEETING

Notice is hereby given that the **PLANO CIVIL SERVICE COMMISSION** will meet in a Called meeting in **TRAINING ROOM A LOCATED ON THE 1<sup>ST</sup> FLOOR OF THE MUNICIPAL CENTER, 1520 AVENUE K, AT 8:30 A.M. ON TUESDAY, JANUARY 16, 2018.**

The Civil Service Commission may convene into Executive Session pursuant to Section 551.071 of the Texas Government Code to consult with its attorney regarding posted items.

1. Call to Order
2. General Discussion

In accordance with the Open Meeting Act, the Civil Service Commission will hear comments of interest relevant to the Civil Service Commission, but any discussion shall be limited to placing the item on a future agenda for future consideration. Remarks are limited to three (3) minutes per speaker, with a maximum of 30 total minutes of testimony. Other time restraints may be directed by the Chairman. Specific factual information or an explanation of current policy may be made in response to an inquiry, but any discussion or decision must be limited to a proposal to place the item on a future agenda. Speakers will be notified when speaking time has expired.

3. Approval of the December 19, 2017 meeting minutes
4. Election of Chairman and Vice Chairman in accordance with Texas Local Government Code Chapter 143.006 (e)
5. Items for future discussion/action on future agendas
6. Adjourn

Liaison: City Manager or his designee

I certify that the above notice of meeting was posted on the bulletin board in the Municipal Building, 1520 Avenue K, Plano, Texas on the 11<sup>th</sup> day of January 20 18, at 5:00 o'clock p.m.

Alvin D. Soper  
Asst. City Secretary



Plano Municipal Center is wheelchair accessible. A sloped curb entry is available at the main entrance, facing Municipal/ L Avenue, with specially marked parking spaces nearby. Access and special parking are also available on the north side of the building. Requests for sign interpreters or special services must be received 48 hours prior to the meeting time by calling the Human Resources Department at 972-941-7115.

**PLANO CIVIL SERVICE COMMISSION MEETING**  
**December 19, 2017**

**PRESENT:**

**Commission Members:**

NiCole Williams, Vice Chair  
Robert Hill, Commission Member  
Penny Robe, Commission Member

**Commission Legal Counsel:**

Chris Klement

**City Staff:**

Shanté Akafia, Civil Service Director  
Craig Barnes, HR Strategic Solutions Manager  
Terin Benavente, Senior Administrative Assistant  
Sam Greif, Fire Chief  
Victoria Huynh, Deputy City Attorney  
Mark Israelson, Deputy City Manager  
Judy Reeves, Senior HR Analyst  
Melody Shea, Senior HR Analyst

**Guests:**

Jeff Moberley, Fire Captain  
Chris Muhitch, Police Officer  
Alec Newtown, Police Officer

**Call to Order**

Vice Chair Williams called the meeting to order at 8:30 a.m. on Tuesday, December 19, 2017, in the Building Inspections Training Room, 1520 K Avenue, Plano, TX. A quorum was present.

**General Discussion**

No issues were presented for general discussion.

**Approval of Minutes**

Commissioner Hill moved to amend the minutes from the October 17, 2017 meeting and Commissioner Robe seconded the motion. The motion was approved and carried 3-0. Commissioner Hill moved to approve the October 17, 2017 minutes and Commissioner Robe seconded the motion. The motion was approved and carried 3-0.

**Action on appeals from the Fire Battalion Chief Exam administered on November 28, 2017**

Fire Captain Les Ruble appealed question #99 from the Fire Battalion Chief's exam. Commissioner Hill moved to deny the appeal, seconded by Commissioner Robe. Voted unanimously 3-0 to deny the appeal.

**Items for future discussion/action on future agendas**

Commissioner Hill moved to add election of Chairman and Vice-Chairman to the January 2018 meeting, seconded by Vice-Chair Williams. The motion was approved and carried 3-0.

There being no further business, Vice Chair Williams adjourned at 8:45 a.m.

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NiCole Williams, Vice-Chair

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Robert Hill, Commission Member

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Penny Robe, Commission Member

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Shanté Akafia, Civil Service Director