

## CIVIL SERVICE COMMISSION MEETING

The Civil Service Commission of the City of Kyle, Texas met in Regular Session on November 21, 2016 at 3:00 p.m. at City of Kyle Council Chambers, with the following persons present:

Civil Service Commission Chairman, Pete Krug  
Civil Service Commission Vice-Chairman, Cindy Lawton  
Civil Service Director, Sandra Duran

### **CALL MEETING TO ORDER**

Civil Service Commission Chairman Pete Krug called meeting to order at 3:04 pm.

### **ROLL CALL**

Civil Service Director, Sandra Duran called for roll call. Present were Civil Service Commission Chairman Pete Krug, Civil Service Commission Vice-Chair Cindy Lawton and Civil Service Commission Member Aaron Townsend was absent.

### **APPROVAL OF MINUTES**

CIVIL SERVICE COMMISSION MEETING – August 15, 2016

Civil Service Commission Vice-Chairman Cindy Lawton moves to approve the minutes of the August 15, 2016 Civil Service Commission Meeting. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried.

### **AMENDMENT OF CIVIL SERVICE RULES & REGULATIONS.**

- a. Discussion and possible revision to Section 143.010**
- b. Discussion and possible revision to Section 143.012**
- c. Discussion and possible revision to Section 143.017**
- d. Discussion and possible revision to Section 143.025**
- e. Discussion and possible revision to Section 143.053**
- f. Discussion and possible revision to Section 143.057**

Civil Service Commission Vice-Chairman Cindy Lawton moves to recess at 3:47pm to assist the Civil Service Director in seeking clarification from attorney in the red lined draft of the proposed revisions. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried.

Civil Service Commission Vice-Chairman Cindy Lawton moves to resume the Civil Service Commission meeting at 4:10pm. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried.

Civil Service Civil Service Commission Vice-Chairman Cindy Lawton moves to approve the proposed amendments as it applies to the Civil Service Rules on Sections 143.010, 143.012, 143.017, 143.053, and 143.057. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried.

**AUTHORIZE THAT NOTICE BE GIVEN FOR AN ENTRANCE EXAMINATION TO BE HELD IN ACCORDANCE WITH SECTION 143.025 AND DETERMINATION OF LENGTH OF TIME TO NOT EXCEED 12 MONTHS FROM THE DATE IT BECOMES VALID TO KEEP THE ELIGIBILITY LIST FOR BEGINNING POSITIONS.**

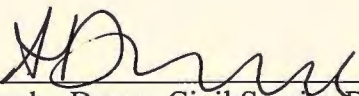
Civil Service Commission Vice-Chairman Cindy Lawton moves to authorize an entrance examination and to keep the length of the eligibility list for beginning positions not exceed 12 months from the date it becomes valid. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried

**CONSIDERATION OF REQUEST TO ADOPT A TEMPORARY RULE REQUIRING APPLICANTS FOR AN ENTRY LEVEL POSITION TO BE TCOLE LICENSED.**

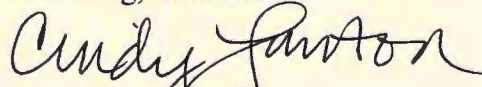
Civil Service Commission Vice-Chairman Cindy Lawton moves to adopt a temporary rule requiring applicants for an entry level position to be TCOLE licensed. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried

**ADJOURN**

With no further business to discuss, Civil Service Commission Vice-Chairman Cindy Lawton moves to adjourn. Civil Service Commission Chairman Pete Krug seconds the motion. All votes aye. Motion carried. Meeting adjourned at 4:24 pm.

  
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Sandra Duran, Civil Service Director

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Pete Krug, Chairman

  
Cindy Lawton  
Vice Chair  
3/6/17