



CIVIL SERVICE COMMISSION
CITY HALL - COUNCIL CHAMBERS, 300 W. MAIN STREET
WEDNESDAY, JUNE 14, 2023 AT 4:00 PM

AGENDA

CALL TO ORDER

AGENDA ITEMS

1. Certify the Police Sergeant Final Eligibility List resulting from the Alternate Promotional System that was administered beginning on May 3, 2023 and which concluded on June 5, 2023
2. Certify the Police Lieutenant Final Eligibility List resulting from the Alternate Promotional System that was administered beginning on May 3, 2023 and which concluded on June 2, 2023

CITIZEN COMMENTS

Citizens may speak during Citizen Comments for up to five minutes on any item not on the agenda by completing and submitting a speaker card.

EXECUTIVE SESSION

The Civil Service Commission may conduct a closed session if needed in accordance with Chapter 143.053 of the Texas Local Government Code to deliberate on an appeal of disciplinary suspension; and/or under Sections 551.071 and 551.074 of the Texas Government Code to discuss personnel matters and/or legal issues with a City Attorney on a matter in which the attorney has a duty to confidentially advise the client.

ADJOURNMENT

The Grand Prairie City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972 237 8192 or email Lisa Norris at lnorris@gptx.org at least three (3) business days prior to the scheduled meeting to request an accommodation.

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Civil Service Commission agenda was prepared and posted June 8, 2023.

A handwritten signature in black ink that reads "Lisa Norris".

Lisa Norris, Human Resources Director



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 06/14/2023

PRESENTER: Lisa Norris, Civil Service Director

TITLE: Certify the Police Sergeant Final Eligibility List resulting from the Alternate Promotional System that was administered beginning on May 3, 2023 and which concluded on June 5, 2023

RECOMMENDED ACTION: Approve

ANALYSIS:

The Police Department has an Alternate Promotional System (APS) for the rank of Sergeant. This APS includes a written exam, an anonymous written exercise and an assessment panel, along with points for Seniority and Certification levels as shown on the attachment. Candidates who pass with 70 on the written examination are allowed to proceed on to the remaining sections of the APS. Assessors have criteria established in the Local Civil Service Rules to score both the anonymous written exercise and the panel interview.

This process for Sergeants began on May 3, 2023 with the written examination and concluded on June 5, 2023 with panel interviews. Assessors score the anonymous written exercise and the panel interviews independently. High and low scores for each candidate are thrown out leaving 3 assessor scores which are averaged. That average score, by candidate, is placed on the Eligibility list and is weighted. All scores (written exam, written exercise, panel interview, certification, and seniority points) are added together from their weighted score to create the final score as presented on the attached list. The eligibility list remains in effect for one year from the date of the written examination, unless exhausted prior to that date.



**POLICE SERGEANT
Alternate Promotional System
Eligibility List**

Item 1.

	Written Exam 05/03/23	Exam Weighted Score	Writing Exercise 05/25/23	Writing Weighted Score	Panel Interview 06/05/23	Panel Weighted Score	**Seniority Points	Cert Points	Total Score
Candidate	(Raw)	40%	(*Avg. Score)	15%	(*Avg. Score)	30%	Max 10 pts	Adv=3 pts Mstr=5 pts	(in order)
Wilson, Keidrick	78	31.20	86.00	12.90	91.66	27.49	7	5	83.59
Dearing, Christopher	73	29.20	83.66	12.54	93.33	27.99	5	5	79.73
Christy, Thomas	75	30.00	85.00	12.75	95.66	28.69	2	5	78.44

* **Average Score** - in accordance with Local Rules 10.22(d)(6) and 10.22(e)(11), this is the average score of the remaining assessors after the high and low assessor scores have been removed.

****Seniority for Police** is calculated as of the written test date. Seniority is based on 10.22(b) of the Local Rules: 1 point for every year of continuous service with GPPD as a Civil Service police not to exceed 10 points for 10 years of service. Seniority Points will only be awarded to those candidates who pass the written exam. Per Local Rule 4.13, Seniority for reinstated officers (c) for the purposes of....promotional points...shall be calculated on the reinstated employee's most recent hire date until such time a promotion to a new rank occurs.

Did not pass written exam:

Garcia, Oscar 44

Approved this 14th day of June, 2023.

NOTE: In accordance with 143.036(h), this list remains in effect for one-year from the date of the written exam, unless exhausted.

Civil Service Commissioner

Civil Service Commissioner

Civil Service Commissioner

Civil Service Director



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 06/14/2023

PRESENTER: Lisa Norris, Civil Service Director

TITLE: Certify the Police Lieutenant Final Eligibility List resulting from the Alternate Promotional System that was administered beginning on May 3, 2023 and which concluded on June 2, 2023

RECOMMENDED ACTION: Approve

ANALYSIS:

The Police Department has an Alternate Promotional System (APS) for the rank of Lieutenant. This APS includes a written exam, an anonymous written exercise, and an assessment panel, along with points for Seniority and Certification levels as shown on the attachment. Candidates who pass with 70 on the written examination are allowed to proceed on to the remaining sections of the APS. Assessors have criteria established in the Local Civil Service Rules to score both the anonymous written exercise and the panel interview.

This process for Lieutenants began on May 3, 2023, with the written examination, and concluded on June 2, 2023 with panel interviews. Assessors score the anonymous written exercise and the panel interviews independently. High and low scores for each candidate are thrown out leaving 3 assessor scores which are averaged. That average score, by candidate, is placed on the Eligibility list and is weighted. All scores (written exam, written exercise, panel interview, certification, and seniority points) are added together from their weighted score to create the final score as presented on the attached list. The eligibility list remains in effect for one year from the date of the written examination, unless exhausted prior to that date.



**POLICE LIEUTENANT
Alternate Promotional System
Eligibility List**

Item 2.

	Written Exam 05/03/23	Exam Weighted Score	Writing Exercise 05/25/23	Writing Weighted Score	Panel Interview 06/02/23	Panel Weighted Score	**Seniority Points	Cert Points	Total Score
Candidate	(Raw)	40%	(*Avg. Score)	15%	(*Avg. Score)	30%	Max 10 pts	Adv=3 pts Mstr=5 pts	(in order)
Clark, Demoine	87	34.80	91.66	13.74	97.00	29.10	10	5	92.64
Souto-Ferreira, Marcos	93	37.20	79.33	11.89	94.33	28.29	8	5	90.38
Parker, Greg	81	32.40	95.00	14.25	94.33	28.29	10	5	89.94
Ross, Justin	85	34.00	89.33	13.39	97.33	29.19	8	5	89.58
Elliott, Brandy	72	28.80	75.33	11.29	94.00	28.20	10	5	83.29
Harrison, Michael	76	30.40	87.33	13.09	82.66	24.79	10	5	83.28
Sloan, Jason	73	29.20	73.33	10.99	82.00	24.60	10	5	79.79

* **Average Score** - in accordance with Local Rules 10.22(d)(6) and 10.22(e)(11), this is the average score of the remaining assessors after the high and low assessor scores have been removed.

****Seniority for Police** is calculated as of the written test date. Seniority is based on 10.22(b) of the Local Rules: 1 point for every year of continuous service with GPPD as a Civil Service police employee not to exceed 10 points for 10 years of service. Seniority Points will only be awarded to those candidates who pass the written exam. Per Local Rule 4.13, Seniority for reinstated officers (c) for the purposes of....promotional points...shall be calculated on the reinstated employee's most recent hire date until such time a promotion to a new rank occurs.

Did not pass written exam:

Approved this 14th day of June, 2023.

NOTE: In accordance with 143.036(h), this list remains in effect for one-year from the date of the written exam, unless exhausted.

Civil Service Commissioner

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Civil Service Commissioner

Lisa Norris, Civil Service Director