

HEWITT TEXAS

NOTICE OF REGULAR MEETING OF THE CIVIL SERVICE COMMISSION OF HEWITT, TEXAS

Wednesday, August 10, 2022, at 2:00 PM

Hewitt Public Safety Facility, 100 Patriot Court, Hewitt, Tx 76643

COMMISSION

Tom Mattern – Chairman

Sam MacKinnon – Vice-Chairman

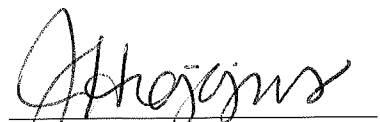
Sammy Thomas–Member

Notice is hereby given that a **Called** meeting of the Civil Service Commission of the City of Hewitt will be held on the **10th of August at 2:00 P.M. in the training room at the Hewitt Public Safety Facility located at 100 Patriot Court, Hewitt, Texas**, at which time the following subjects will be discussed:

1. Call meeting to order.
2. Civil Service training presented by Julia Gannaway.
3. Approval of November 1, 2021, meeting minutes.
4. Update on Police Department.
5. Discussion on updating the City of Hewitt Rules & Regulations.
6. Adjourn.

I certify that the above notice of the meeting was posted on the Public Notice Board located in front of the City Hall on August 2, 2022 by 5:00 PM.

CITY OF HEWITT



Jessica Higgins, Civil Service Director

In compliance with the Americans with Disabilities Act, the City of Hewitt will provide reasonable accommodations for persons attending and/or participating in City Council meetings. The facility is wheelchair accessible, with handicap parking available at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting by calling the City Secretary at 254.296.5602 or by fax at 254.666.6014.



CIVIL SERVICE AGENDA ITEM FORM

MEETING DATE: August 10, 2022

AGENDA ITEM #: 3

SUBMITTED BY: Jessica Higgins, HR Manager/Civil Service Director

ITEM DESCRIPTION:

Consider approval of minutes of the Regular Meeting of November 21, 2021.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a draft copy of the meeting minutes. Please review and advise if any corrections are needed.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

I move to approve the minutes as presented but to allow for corrections.

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

**MINUTES OF HEWITT
CIVIL SERVICE COMMISSION MEETING
Hewitt Public Safety Facility-100 Patriot Court
November 1, 2021-5:15 p.m.**

Members Present: Vice-Chairman-Sam MacKinnon & Chairman Sammy Thomas

Members Absent: Chairman Tom Mattern

Staff Present: City Manager Bo Thomas, Civil Service Director Jessica Higgins, Police Chief Jim Devlin, Assistant Police Chief Tuck Saunders

- 1. Vice-Chairman Sam MacKinnon called the meeting to order at 5:15 p.m.**
- 2. Approval of December 11, 2020, Meeting minutes.** *A motion was made by Sam Mackinnon, second by Sammy Thomas; all in favor, the motion passed.*
- 3. Briefing and discussion on the Strength of Force Ordinance.** *Civil Service Director Jessica Higgins discussed the Strength of Force Ordinance. No motion was needed.*
- 4. Briefing and discussion on the Field Training Officer Assignment Pay Ordinance.** *Chief Devlin discussed the Field Training Officer Assignment Pay Ordinance.*
- 5. Briefing and discussion on the Police Department's 5-year Strategic plan.** *Chief Devlin provided an overview of the Police Department's 5-year Strategic Plan.*
- 6. Adjournment at 5:30 p.m.** *A motion was made by Sam Mackinnon to adjourn the meeting at 5:30 p.m., second by Sammy Thomas; all in favor, the motion passed.*

Date Approved

Jessica Higgins
Civil Service Director

Sam MacKinnon
Vice-Chairman