

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
August 21, 2023**

Commission-Present

**Jerry Saenz-Chairman
Polo Garza-Vice-Chair
Michael Davis-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Victor Flores-City Attorney
Robert Hinojosa-Director OD
Cesar Torres-Chief of Police
Alexandra Leal-Cpl PD
Adrian Alejandro-Cpl PD**

Call to Order

Mr. Jerry Saenz called the meeting to order at 9:00 a.m.

Approval of Minutes-June 29, 2023

Mr. Lerma submitted the minutes for review. After a brief discussion, Mr. Davis made a motion to approve the minutes as submitted. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Mission Police Department SGT's Promotional Examination Scores and the Creation of a New Eligibility List (pending appeal)

Mr. Lerma advised the Commission that they held a promotional examination for SGT for the Mission Police Department on August 10, 2023. He advised them that five (5) individuals had participated and these were the scores pending the APPEAL:

1. Adrian Alejandro 71 plus 10 seniority points-81
2. Marco Bazaldua-69 plus 10 seniority points-79
3. Alejandra Leal-68 plus 10 seniority points-78
4. Tomas Garces-63 plus 10 seniority points-73
5. Mario Monforte-60 plus 10 seniority points-70

Mr. Lerma advised the Commission that Alejandra Leal and Adrian Alejandro had submitted appeals and that those would be heard today then we would approve the final scores and the eligibility list for the position. Mr. Lerma advised the Commission that both individuals submitted their appeals in writing as required, both received the same packets as the Commission, and both were advised to show up to the meeting.

Appeal #1-Both appealed question #27, included in your packets. CPL Alejandro did not show up so CPL Leal was up. The question was:

A basic principle of what scholars label the morality of law is that for a criminal statute to carry moral authority it must be which of the following:

- A. Be understandable by the average person
- B. It is specific enough and focused enough to avoid the suggestion that it is too vague to be understood
- C. Specific
- D. All of the Above

ANSWER: D

CPL Leal stated that in the sentence the word must making it singular. I was aware that all 3 pertained to the question but when it said must I chose to be which and selected specific

CPL Alejandro stated that he could not find answer B so it could not be all of the above. The testing agency and the sources specifically and respectfully showed where all the answers were there and therefore concluded that the question was valid, accurate, and required no action. After a brief review and discussion, Mr. Davis made a motion to deny the appeal, to approve the scores as presented and to create an eligibility list for SGT. Mr. Garza seconded the Motion. Motion was approved unanimously. Mr. Lerma advised the Commission that CPL Alejandro and CPL Bazaldua would be promoted immediately and CPL Leal would remain as #1.

Approval of Mission Policed Department Promotional Examination Resource List for CPL

Mr. Lerma advised the Commission that with the promotions of the CPLs it created two opening so we needed to start the process to fill the position. Chief Torres and his staff were recommending the following sources for approval:

1. High Risk Patrol-Reducing the Danger to You, 4th Edition
2. Common Sense Police Supervision-Practical Tips for the First Line Leader-6th Edition
3. Mission Police Department Policy Manual

After a brief discussion, Mr. Garza made a motion to approve the resource list as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Mission Police Department Promotional Examination Schedule for CPL

Mr. Lerma was requesting the following examination schedule for approval:

1. Post Resource List-August 21, 2023
2. 30 Day Notice-October 31, 2023
3. Deadline to submit MOI-November 9, 2022
4. Date of Examination-November 30, 2023

After a brief discussion, Mr. Davis made a motion to approve the schedule as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Classified Positions for the Mission Police Department for FY2023-24

Mr. Lerma advised the Commission that we needed to approve the classified positions as required by law for the next fiscal year. Chief Torres was recommending the following positions for FY 2023-24: LT, SGT, CPL, and Patrolman. After a brief discussion, Mr. Davis made a motion to approve the classified positions as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Base Pay & Incentive Package for the Mission Police Department for FY 2023-24

Mr. Lerma advised the Commission that we needed to approve the base pay and incentive package for the next fiscal year. Mr. Lerma advised the Commission that the numbers presented reflected an increase of 6% to all police officers and they would be presented for approval at the next city council meeting. He advised them that if any changes were made at city council they would be presented at the next CS meeting. After a brief discussion, Mr. Garza made a motion to approve the base pay and incentive package as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Classified Positions for the Mission Fire Department for FY 2023-24

Mr. Lerma advised the Commission that we needed to approve the classified positions as required by law for the next fiscal year. Chief Garcia was recommending the following positions for FY 2023-24: Deputy Chief, Captain, LT, ENG, and FF. After a brief discussion, Mr. Davis made a motion to approve the classified positions as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Base Pay & Incentive Package for the Mission Fire Department for FY 2023-24

Mr. Lerma advised the Commission that we needed to approve the base pay and incentive package for the next fiscal year. Mr. Lerma advised the Commission that the numbers presented reflected an increase of 5% to all firefighters and they would be presented at the next city council meeting for approval. He advised them that if any changes occurred at city council they would be presented at the next CS meeting. After a brief discussion, Mr. Garza made a motion to approve the base pay and incentive package as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Pending Business

No pending business

Adjourn

Meeting was adjourned at 9:35 a.m.