

**MINUTES
CIVIL SERVICE COMMISSION
WEDNESDAY, JANUARY 18, 2023
6:30 P.M.**

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the Civil Service Commission of the City of Alvin, Texas, met via Zoom. The meeting was called to order at 6:30 p.m. by Chair Michelle Vela. The following Commissioners were present: Chair Vela, John Burkey and Clennon Mitchell. Staff members present were City Attorney Suzanne Hanneman, Police Chief Robert Lee, and Assistant City Manager/City Secretary Dixie Roberts.

ADMINSTER OATH OF OFFICE

Dixie Roberts, Assistant City Manager/City Secretary, administered Oath of office to Chair Michelle Vela.

CONSIDER APPROVAL OF THE CIVIL SERVICE COMMISSION NOVEMBER 16, 2022, MEETING MINUTES

Commission Member Mitchell moved to approve the meeting minutes as amended. Seconded by Commission Member Vela; motion carried on a vote of 3 Ayes.

CONSIDER AN AMENDMENT TO SECTION 2.08 CIVIL SERVICE DIRECTOR: APPOINTMENT AND DUTIES OF THE CITY OF ALVIN LOCAL CIVIL SERVICE RULES

Commission Member Vela moved to approve the amendment to section 2.08 Civil Service Director: appointment and Duties of the City of Alvin Local Civil Service Rules. Seconded by Commission Member Burkey; motion carried on a vote of 3 Ayes.

CONSIDER SCHEDULING OF FUTURE MEETINGS

Discussion was had to tentatively plan meetings for April 19th and July 19th, subject to change upon hiring of a new Human Resource Director.

ADJOURNMENT

Chair Vela moved to adjourn the meeting at 6:35 p.m. Seconded by Commissioner Mitchell; motion carried on a vote of 3 Ayes.