

Meeting of the Civil Service Board

**Present:** Chair Ron W. Chapman, Jr., Vice-Chair George L. Allen Jr., Johnny L. Clark, Edwin W. Hickson, Walter Laidlaw, Albert T. Turner

**Attendees:**

Debra Carlin, Assistant Chief, Dallas Fire-Rescue Department  
Cynthia Grant, Grievant  
Jennifer Huggard, Assistant City Attorney  
Michael McCloskey, Lieutenant – Dallas Fire-Rescue Department

**Civil Service Department Staff:**

Michelle Hanchard, Assistant Director  
Patricia Marsolais, Secretary to the Civil Service Board  
Pamela McDonald, Manager – Examining and Recruitment Division  
Poornima Rikhilal, Administrative Specialist II  
Martha Santos, Executive Assistant

The meeting was called to order at 8:30 a.m.

The Chair congratulated Edwin Hickson on his appointment to the Civil Service Board.

The minutes of the Tuesday, November 2, 2010 regular meeting were unanimously approved.

The Board was given an update on appointments made from the Fire-Rescue Lieutenant eligibility list as pertinent to the March 2, 2010 grievance hearing of Fire-Rescue Driver Engineer Mike McCloskey. Officer McCloskey was promoted to the rank of Lieutenant on July 7, 2010. His grievance having been heard and a decision on it pending promotions off the list, Lieutenant McCloskey still wants his position on the list to be reversed with Lieutenant Steve Calderon. The Chair suggested a conference call with all involved parties to resolve the issue.

The Board heard the discrimination grievance appeal of Dallas Police Department employee Cynthia Grant alleging discrimination based on race in the selection process for the Civilian Police Crime Technician position. The City was represented by Assistant City Attorney Jennifer Huggard. The grievant represented herself. After offering Ms. Grant several opportunities to present testimony and evidence, she declined. She said she had no evidence. As a result, the Board granted the City's motion for a directed verdict and denied the grievance.

A closed executive session was held from 8:48 a.m. – 9:44 a.m. pursuant to Section 551.074 of the Texas Open Meetings Act to conduct the annual evaluation of the Secretary to the Board.

After coming out of closed session, the meeting was adjourned at 9:44 a.m.

**(A complete transcription of this meeting is available)**

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**ATTESTED**

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**APPROVED**