

MINUTES
HALTOM CITY CHARTER REVIEW COMMITTEE
City Hall – Pre-Council Room - 5024 Broadway Avenue
October 11, 2023 – 6:00 P.M.

A Regular Meeting was held by the Haltom City Charter Review Committee (CRC) on Wednesday, October 11, 2023 at 6:00 p.m. in the City Hall Pre-Council Room with the following members present: Chair - Suzanne Norris; Vice Chair - Brit Ford; CRC Members - Penny Clowers, Don Lemaster, Aaron Betts, Troy Dunn, Debi Geltmeier, and Walter Grow. CRC Member absent: Virginia Shelton. City Staff included City Secretary Art Camacho, Police Chief Cody Phillips, Human Resources Director Toni Beckett, and City Attorney Alicia Kreh. Fire Chief Brian Jacobs and Civil Service Director Dan Dennis were present via virtual transmission. Also present was Mayor Pro Tem Linda Thompson and Chris Anderson, President of the HC Firefighter's Association.

CALL TO ORDER

Chair Norris called the meeting to order at 6:00 p.m.

1. **Minutes** – Consideration and/or action to approve the Minutes for the Charter Review Committee meeting held on September 21, 2023. CRC Member Geltmeier moved, seconded by CRC Member Clowers, to approve the minutes for the CRC meeting on September 21, 2023. ***The vote was unanimous. Motion carried.***
2. **City Staff Presentation** – City Staff personnel will present their request for revisions to the CRC for consideration. Fire Chief Jacobs and Civil Service Director Dennis both addressed Sec. 11.29 to add Subsection F, which would deal with the Civil Service Commission considering and adopting rules of procedure for appeal hearings. A lengthy discussion was held regarding the procedures related to a Civil Service appeal hearing, such as the length of appeal time, the broad flexibility that the Commission would have conducting the proceedings, the posting of the procedures, possible changes relevant to state laws, and the instruction to the Commission members. Chris Anderson, HCFFA President, spoke on the subject of the Association meeting with the Commission in determining procedures and was informed this would involve their findings go before the Council to be approved for a ballot proposition. A reference to Sec. 11.36 *Expanding Provisions* was mentioned in that a change was made – not to the Charter – but to the specific need of the civil department, which the Charter allows for such situations (*Res. No. R-2017-028-02*), but in most cases, the use of an ordinance or resolution will provide. In addition, Chief Phillips requested a change in the definition of a “Sworn Employee” be made in Sec. 11.02 *Definitions* because they are unable to hire former sworn employees as full-time employees because their license with TCLEOSE has expired. Other changes of sworn employees were requested in Sec. 11.13 *Probationary Period* and Sec. 11.18 – *Procedure for Filling Beginning Positions*. City Secretary Camacho stated Finance Director Stormy Johnson will bring her considerations at the next meeting, along with City Manager Rex Phelps and Assistant City Manager Sidonna Foust.
3. **Charter Revisions** – Consideration and/or action regarding the revisions to the City Charter. Several items were mentioned, and Chair Norris stated a vote will soon be taken on previously discussed items and also new items presented. The subject of boards and commissions having their own choosing of officer selection periods, the rank of the Deputy Mayor Pro Tem being placed in the Charter, the selection of a Council Member to facilitate a meeting in total absence of ranked members, and the

situation of nepotism occurring from an election, and three-year term specifics was also discussed.

4. **Future Meeting Dates** – Consideration and/or action for scheduling future meetings. Vice Chair Ford moved, seconded by CRC Member Dunn, to schedule future meetings CRC meetings on Wednesday, October 18, 2023 and Wednesday, October 25, 2023 – with both meetings starting at 6:00 p.m. ***The vote was unanimous. Motion carried.***
5. **Committee Member Absence** – Consideration and/or action regarding excused absences of committee members. CRC Member Clowers moved, seconded CRC Member Geltmeier, to excuse the absence of CRC Member Shelton. ***The vote was unanimous. Motion carried.***

ADJOURNMENT

Committee Chair Norris adjourned the meeting at 7:55 p.m. on October 11, 2023.

RESPECTFULLY SUBMITTED BY:



Art Camacho, City Secretary

APPROVED BY:



Suzanne Norris, Chairman