

City of Lubbock, Texas
Regular Civil Service Commission Meeting Agenda
November 19, 2025

Jimmy Castillo, Chair
LV Witherspoon, Vice Chair
Jimmy Tillinghast, Commissioner



Elizabeth Lara, Director of Civil Service
Seth Herman, Police Chief
Richard Stewart, Fire Chief
Mitch Satterwhite, Attorney

<https://www.mylubbock.us>

City Council Chamber, Citizens Tower, 1314 Avenue K, Lubbock, Texas

Civil Service Commission meetings are available to all persons regardless of disability. If you require special assistance, please contact the City of Lubbock Human Resources office at (806) 775-2303 or write to Post Office Box 2000, Lubbock, Texas, 79457 at least 48 hours in advance of the meeting.

Note: On occasion, the Civil Service Commission may consider agenda items out of order. The Civil Service Commission reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any item listed on this agenda as authorized by Chapter 551 of the Texas Government Code, including but not necessarily limited to, §551.071 (Consultation with Attorney).

8:30 a.m. Civil Service Commission convenes in open session and may recess into Executive Session.

1. Executive Session

- 1.1. Hold an executive session in accordance with Texas Government Code, Section 551.071, with legal counsel for advice about legal matters in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct conflicts with Chapter 551.

2. Citizen Comments

- 2.1. Any citizen wishing to appear before a regular meeting of the Civil Service Commission, regarding any matter posted on the Civil Service Commission Agenda, shall complete the sign-up form provided at the meeting, no later than 8:30 a.m.

3. Briefing

- 3.1. Civil Service Director Elizabeth Lara will brief the Commission on updates to the administration of the Probationary Police Officer Entrance Examination. The responsibility for coordinating and administering the entrance exam process is being transferred to the Lubbock Police Department Recruiting Team.

4. Approval of Minutes

- 4.1. Consider and take action on the Regular Civil Service Commission Meeting Minutes dated October 15, 2025.

5. Action Items

- 5.1. Consider and take action on the Fire Equipment Operator Source Material List.
- 5.2. Consider and take action on the Fire Lieutenant Source Material List.
- 5.3. Consider and take action on the Fire Captain Source Material List.
- 5.4. Consider and take action on the Fire Battalion Chief Source Material List.
- 5.5. Consider and take action on the Fire Deputy Chief Source Material List.
- 5.6. Consider and take action on the Police Officer Suitability Memo for Lateral Class 2025C.

6. The Civil Service Commission will hold their next regular meeting on December 17, 2025.

The above referenced **NOTICE OF MEETING** was posted outside the South entrance of Citizens Tower, 1314 Ave K, Lubbock, Texas, on the 12th day of November, 2025, at 4:45 AM/PM. 

By: Sofia Ramas