

June 28, 2023

**WHEREAS**, Section 4 of Chapter XVI of the Dallas City Charter authorizes the Civil Service Board, subject to approval of the City Council, to adopt, amend, and enforce a code of rules and regulations providing for appointment and employment in all positions in the classified service, which shall have the force and effect of law and to adopt rules regulating reduction of force of employees and in what order they shall be dismissed and reinstated not inconsistent with state law or city ordinance; and

**WHEREAS**, on June 6, 2023, the Civil Service Board held a public hearing to receive public comments regarding the proposed Code of Rules and Regulations of the Civil Service Board; and

**WHEREAS**, on June 6, 2023, the Civil Service Board adopted a new Code of Rules and Regulations of the Civil Service Board; and

**WHEREAS**, the new Code of Rules and Regulations of the Civil Service Board adopted by the Civil Service Board on June 6, 2023, is consistent with state law, the city charter, and city ordinance.

**Now, Therefore,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the newly amended Code of Rules and Regulations of the Civil Service Board adopted by the Civil Service Board, attached as Exhibit A, replace the previous Code of Rules and Regulations of the Civil Service Board, **(1)** providing amendments to existing definitions and adding additional definitions; **(2)** providing general references to the duties and authority of the civil service board, adoption of rules, appointment and duties of the civil service secretary, posting of scheduled meetings, and required annual reports to the city council; **(3)** clarifying and amending the rules for appointments in the competitive class, establishing minimum qualifications for positions, creation of eligibility lists, probationary periods, and appointments to the non-competitive class, examinations for job applicants (both standard testing as well as physical examinations), disqualification of applicants, and adding a new rule that addresses rehire eligibility of former city employees; **(4)** deleting, amending, and adding new eligibility criteria for appointments and promotions in the sworn service (for civil service ranks in the police and fire-rescue departments), and providing eligibility criteria for appointment to the new rank of single function paramedic officer trainee and single function paramedic officer in the fire-rescue department; **(5)** amending and clarifying the rules regarding reductions in force (RIF), reorganizations, and transfers, creation of the RIF register, the order of layoffs, allowance of exemptions, and reinstatement rights; **(6)** amending the civil service appeals of disciplinary actions and grievances by adding a reference to Chapter 34 of the personnel rules; and **(7)** providing miscellaneous provisions stating that employee conduct rules are found in the personnel rules, referencing the authority of the civil service board to conduct investigations, stating support for employees who wish to join or refrain from joining employee organizations, listing the required reporting to the civil service board, retention of records, and amendment of the rules, are approved.

June 28, 2023

**SECTION 2.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

APPROVED AS TO FORM:

TAMMY L. PALOMINO, Interim City Attorney

By: \_\_\_\_\_  
Assistant City Attorney