

FILED: Jun 11, 2025, 11:47 am

BY DEPUTY:
Lonnie Robinson

DALLAS COUNTY
CIVIL SERVICE COMMISSION MEETING

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT THE DALLAS COUNTY CIVIL SERVICE COMMISSION WILL MEET ON **MONDAY, JUNE 16, 2025, AT 9:15 AM**, AT THE DALLAS COUNTY COMMISSIONERS' COURTROOM, 500 ELM STREET, 2ND FLOOR, DALLAS, TEXAS 75202, TO DISCUSS THE MATTERS SET FORTH IN THE ATTACHED AGENDA.* A QUORUM (INCLUDING THE PRESIDING CHAIR) WILL BE PHYSICALLY PRESENT AT THAT LOCATION. THIS MEETING MAY INCLUDE A COMMISSIONER THAT WILL PARTICIPATE BY VIDEOCONFERENCE AND/OR DALLAS COUNTY CURRENT OR FORMER EMPLOYEE(S)/OFFICER(S) THAT WILL PARTICIPATE BY VIDEOCONFERENCE, PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.127. THE MEETING IS OPEN TO THE PUBLIC DURING THE OPEN PORTIONS OF THE MEETING, AND CITIZENS ARE WELCOME TO ADDRESS THE COURT. A CLOSED SESSION MAY BE HELD IF REQUIRED FOR PURPOSES PERMITTED BY Chapter 551,

Open Meetings, Texas Government Code, Sections 551.071-551.076. All matters listed on the attached agenda may be discussed in executive session at the option of the Dallas County Civil Service Commission following oral announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

I, the undersigned authority, do hereby certify that the above Public Notice of the Dallas County Civil Service Commission Meeting is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice at the Dallas County Records Building, a place convenient and readily accessible to the general public at all times, and said Notice was posted on June __11__, 2025, at __11:47am__.

Robert B. Wilson

Digitally signed by Robert B.
Wilson

Date: 2025.06.11 10:12:54 -05'00'

Robert B. Wilson - Director of Human Resources/Civil Service

*Itemized Agenda Attached



**DALLAS COUNTY
HUMAN RESOURCES MANAGEMENT/CIVIL SERVICE**

JOHN F WARREN
COUNTY CLERK
DALLAS COUNTY, TEXAS
FILED: Jun 11, 2025, 11:47 am
BY DEPUTY:
Lonnie Robinson

**DALLAS COUNTY CIVIL SERVICE COMMISSION MEETING
(WebEx DETAIL)**

To join the Dallas County Civil Service Commission Meeting scheduled for Monday, June 16, 2025, beginning at 9:15 AM.

1. Click on the Join Meeting link below.

Join on your computer or mobile app

[Join meeting](#)

2. More ways to join:

Join from the meeting link

<https://dallascounty.webex.com/dallascounty/j.php?MTID=mb336c4fc743f3ae0aeae800bbe789de9>

Join by meeting number

Meeting number (access code): 2499 281 9908

Meeting password: DCCSmeeting

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24992819908## US Toll

Some mobile devices may ask attendees to enter a numeric password.

Join by phone

+1-415-655-0001 US Toll

[Global call-in numbers](#)

- **Technical Requirements for Virtual Hearing.** Virtual Hearings will take place through WebEx. All persons participating in the virtual hearing must have two-way audio and video communication during the meeting. All witnesses shall make sure that all necessary equipment and software are in proper working order prior to the time of the scheduled hearing and the bandwidth is adequate for videoconferencing. If the witness does not have

the ability to participate in a virtual hearing due to issues with equipment or software, they should appear in person at 500 Elm Street, 2nd Floor, Dallas, Texas 75202.

- **Testimony.** The following must be clearly visible and audible to the Civil Service Commission at all times during the hearing:
 1. The attorney or person representing the Department or Grievant in the hearing.
 2. The person that is testifying.

If you have any questions, please contact the Employee Relations Division at EmployeeRelations-HR@dallascounty.org.

JOHN F WARREN
COUNTY CLERK
DALLAS COUNTY, TEXAS
FILED: Jun 11, 2025, 11:47 am
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I. Withdrawn Applications for Discretionary Review – Informational Item	
a. Zane Braggs – Unfair Treatment, including Retaliation	Pages 1 - 9
II. Appeal of a Grievance Denial: Brigitte Winkfield	Pages 1 - 40
III. ADR: Erica Chambers	Pages 1 - 193
IV. ADR: Scefenia Dent	Pages 1 - 30
V. ADR: Danielle Grant	Pages 1 - 141
VI. ADR: Robert Heard	Pages 1 - 90
VII. ADR: Claudia Luna	Pages 1 - 832

GENERAL FUND POSITIONS

VIII. Commissioner's Court Administration- New Positions and Reclassifications Pages 1 - 29

A.	New Positions	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Chief Fiscal Officer	1	TBD	F2	\$227,841	\$56,863	\$284,704
	Director of Finance and Accounting	1	6686*	A2	\$155,144	\$41,815	\$196,959
*Repurposing vacant position from the Auditor's Office. Position #6686 will be added to the Commissioner's Court Administration Department.							
Funding Source: General Fund						Cost (2 Positions):	\$481,663

B. Reclassifications

	Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Director of Small Business Enterprise	1	5825	M	\$122,720	\$35,103	\$157,823
	Proposed Position						
	Director of Small Business Enterprise	1	Same	A2	\$155,144	\$41,815	\$196,959
						Cost:	\$39,136
	Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Administrative Assistant (full-time)	1	1000000478	10	\$56,534	\$21,403	\$77,937
	Proposed Job Title						
	Administrative Assistant (part time)	1	Same	10	\$22,693	\$14,397	\$37,090
Funding Source: General Fund						Savings:	\$40,847
						Total Cost (4 Positions):	\$479,952

IX. Information Technology Services – New and Additional Positions and Reclassifications Pages 1 - 162

A.	New Positions	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Security Operations Manager	1	TBD	IT13	\$143,503	\$39,405	\$182,908
	Solutions Architect Lead	2	TBD	IT13	\$287,006	\$78,810	\$365,816
	Product Manager Senior	1	TBD	IT13	\$143,503	\$39,405	\$182,908

GENERAL FUND POSITIONS

Network Architect	1	TBD	IT13	\$143,503	\$39,405	\$182,908
Product Manager	2	TBD	IT12	\$270,760	\$75,448	\$346,208
Data Engineer Lead	3	TBD	IT12	\$406,140	\$113,172	\$519,312
Software Engineer Lead	2	TBD	IT12	\$270,760	\$75,448	\$346,208
Software Engineer Senior	5	TBD	IT11	\$629,515	\$178,810	\$808,325
Infrastructure Engineer Senior	1	TBD	IT11	\$125,903	\$35,762	\$161,665
Product Owner Senior	3	TBD	IT10	\$357,402	\$103,083	\$460,485
Software Engineer I	1	TBD	IT8	\$105,596	\$31,558	\$137,154

Funding Source: Major Technology Fund

Cost (22 Positions): \$3,693,897

B.	Additional Positions	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Security Architect	1	TBD	IT12	\$135,380	\$37,724	\$173,104

Funding Source: Major Technology Fund

Cost: \$173,104

C.	Reclassifications						
	Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	IT Business Relationship Manager	1	6641	IT13	\$143,503	\$39,405	\$182,908
	Proposed Position						
	IT Manager III	1	Same	IT13	\$143,503	\$39,405	\$182,908
						Cost:	\$0
	Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Cyber Security Network Engineer (vacant)	1	7220	IT13	\$143,503	\$39,405	\$182,908
	Proposed Job Title						
	Infrastructure Architect	1	Same	IT13	\$143,503	\$39,405	\$182,908
						Cost:	\$0
	Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
	Senior Oracle DBA (vacant)	1	6906	IT13	\$143,503	\$39,405	\$182,908
	Proposed Job Title						
	Enterprise Architect Lead	1	Same	IT13	\$143,503	\$39,405	\$182,908
						Cost:	\$0

GENERAL FUND POSITIONS

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
Sr Project Manager IT Services (vacant)	1	1270	IT13	\$143,503	\$39,405	\$182,908

Proposed Job Title

IT Manager III	1	Same	IT13	\$143,503	\$39,405	\$182,908
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Cost: \$0

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
Application Security Engineer (vacant)	1	1068	IT12	\$135,380	\$37,724	\$173,104

Proposed Job Title

IT Manager Senior	1	Same	IT14	\$153,656	\$41,507	\$195,163
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Cost: \$22,059

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
IT Business Analyst Senior (vacant)	1	1423	IT10	\$119,134	\$34,361	\$153,498

Proposed Job Title

Data Engineer III	1	Same	IT10	\$119,134	\$34,361	\$153,498
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Funding Source: Major Technology Fund

Cost: \$0

Total Cost (6 Positions): \$0

Gratd Total Cost (29 Positions): \$3,889,060

X. Public Defender - Reclassification

Pages 1 - 11

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
Senior Legal Secretary	1	1696	09	\$52,936	\$20,658	\$73,594

Proposed Position

Legal Assistant	1	Same	10	\$56,534	\$21,403	\$77,937
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Funding Source: General Fund

Cost: \$4,343

XI. Office of Homeland Security and Emergency Management - Reclassification and Job Description Modifications

Pages 1 - 26

A. Reclassification

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
Hazardous Material and Technology Manager	1	5543	H	\$85,557	\$27,410	\$112,967

Proposed Position

Assistant Chief of Emergency Services	1	Same	J	\$100,469	\$30,497	\$130,966
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Funding Source: General Fund

Cost: \$17,999

B. Job Description Modifications

The Human Resources/Civil Service Department recommends the Civil Service Commission approve the job description modifications for Logistics & Critical Infrastructure Section Chief (gr. H), Emergency Management Officer – Preparedness (gr. H), Emergency Management Officer – Operations (gr. H), Training & Exercise/Hazard Mitigation Coordinator (gr. G) and Emergency Planning/Volunteer Coordinator (gr. G) positions as outlined on attachments A - E in the Office of Homeland Security and Emergency Management with no financial impact to the General Fund.

GRANT FUND POSITIONS

XII. 4-C Specialty Courts - Reclassifications

Pages 1 - 16

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
Attorney IV	1	3240	ATT4	\$124,420	\$35,455	\$159,875
Proposed Position						
Attorney V	1	Same	ATT5	\$148,215	\$40,381	\$188,596
					Cost:	\$28,721

Current Position	# Pos	Pos #	Grd.	Salary	Benefits	Salary & Benefits
Attorney IV	1	3240	ATT4	\$124,420	\$35,455	\$159,875
Proposed Position						
Attorney V	1	Same	ATT5	\$148,215	\$40,381	\$188,596
					Cost:	\$28,721

Funding Source: 4-C Grant Fund

Total Cost (2 Positions): \$57,442