



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda Civil Service Commission

Wednesday, November 19, 2025

1:00 PM

Public Safety Training Center
Room C

After determining that a quorum is present, the Civil Service Commission of the City of Denton, Texas will convene in a Special Called Meeting on Wednesday, November 19 at 1:00pm in Classroom C at the Public Safety Training Center, 719 E. Hickory Street, Denton, Texas, at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [CSC25-055](#) Introduction of guests.
- B. [CSC25-056](#) Receive public comments.
- C. [CSC25-057](#) Consider approval of the minutes from the October 22, 2025, meeting.
Attachments: [October 22, 2025 Minutes FINAL.pdf](#)
- D. [CSC25-058](#) Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Battalion Chief Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).
Attachments: [Agenda Information Sheet - Fire Battalion Chief POA.pdf](#)
[2026 Fire Battalion Chief POA.pdf](#)
- E. [CSC25-059](#) Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Captain Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).
Attachments: [Agenda Information Sheet - Fire Captain POA.pdf](#)
[2026 Fire Captain POA.pdf](#)
- F. [CSC25-060](#) Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Lieutenant Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).
Attachments: [Agenda Information Sheet - Fire Lieutenant POA.pdf](#)
[2026 Fire Lieutenant POA.pdf](#)
- G. [CSC25-061](#) Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Driver Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).

Attachments: [Agenda Information Sheet - Fire Driver POA.pdf](#)
 [2026 Fire Driver POA.pdf](#)

- H. [CSC25-062](#) Hold discussion and take action on the proposed 2026 Source Material List for the Police Department promotional examinations.

Attachments: [Agenda Information Sheet - 2026 Police Promotional Source Materials.pdf](#)
 [Police Promotional Source Materials - 2026.pdf](#)

- I. [CSC25-063](#) Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Sergeant Promotional Examination (Source Material List presented for approval at the November 19, 2025, Civil Service Commission meeting, and if approved, will be subsequently posted).

Attachments: [Agenda Information Sheet - Police Sergeant POA.pdf](#)
 [Police Sergeant POA \(2026\).pdf](#)

- J. [CSC25-064](#) Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Lieutenant Promotional Examination (Source Material List presented for approval at the November 19, 2025, Civil Service Commission meeting, and if approved, will be subsequently posted).

Attachments: [Agenda Information Sheet - Police Lieutenant POA.pdf](#)
 [Police Lieutenant POA \(2026\).pdf](#)

- K. [CSC25-065](#) Discuss agenda and date of the next Civil Service Commission meeting.

2. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Civil Service Commission or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting and under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the Commission or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Civil Service Commission reserves the right to adjourn into a Closed Meeting on any item on its open meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

C E R T I F I C A T E

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on November 13, 2025, in advance of the three (3) business day posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST TWO (2) BUSINESS DAYS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



**CITY OF DENTON
CIVIL SERVICE COMMISSION
MINUTES**

Date/Time: Wednesday, October 22, 2025, at 1:00 p.m.
Location: City Hall East – Human Resources Training Room
601 E. Hickory Street, Denton, TX 76205

After determining that a quorum was present, the Civil Service Commission of the City of Denton, Texas convened in a Regular Meeting on Wednesday, October 22, 2025, at 1:00 p.m. in the Human Resources Training Room at City Hall East, 601 E. Hickory Street, Denton, Texas.

PRESENT: Commissioners Dianne Baker, Darhyl Ramsey, and John Baines

ABSENT WITH NOTICE: None

Also present were Director of Human Resources/Civil Service Director Megan Gilbreath, Deputy City Attorney Michael Cronig, Police Sergeant Lucas Bailey, Police Lieutenant Preston Pohler, Human Resources Business Partner/Civil Service Secretary Carri Byrd, and Assistant Director of Human Resources Lisa Collins.

1. ITEMS FOR CONSIDERATION

A. CSC25-050 Introduction of guests.

None

B. CSC25-051 Receive public comments.

None

C. CSC25-052 Consider approval of the minutes from the September 24, 2025, meeting.

The Commissioners considered approval of minutes from the September 24, 2025, Civil Service Commission meeting. Commissioner Baines motioned to approve the minutes as presented, Commissioner Baker seconded the motion. The motion carried, 3 – 0 - 0.

AYES (3): Commissioners Baker, Ramsey, and Baines

NAYS (0): None

ABSENT (0): None

D. CSC25-053 Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Department entrance examination.

The Commissioners considered approval of the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Department entrance examination. Commissioner Baker made a motion to approve the POA as presented, Commissioner Baines seconded the motion. The motion carried, 3 – 0 - 0.

AYES (3): Commissioners Baker, Ramsey, and Baines

NAYS (0): None

ABSENT (0): None

E. CSC25-054 Discuss agenda and date of the next Civil Service Commission meeting.

The Civil Service Commission will meet on November 19, 2025, at 1:00 p.m. Commissioner Baines made a motion to adjourn at 1:14 p.m., Commissioner Baker seconded the motion. The motion carried, 3 – 0 - 0.

AYES (3): Commissioners Baker, Ramsey, and Baines

NAYS (0): None

ABSENT (0): None

DARHYL RAMSEY, CHAIR

DATE

CARRI BYRD, CIVIL SERVICE SECRETARY

DATE



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Battalion Chief Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).

BACKGROUND

The City of Denton Fire Department desires to conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Battalion Chief. The list created as a result of this examination shall be in effect until the next test is given (on the first Tuesday in March 2027), or until the list has been exhausted, whichever occurs first.

DATE: Tuesday, March 3, 2026
TIME: 2:00 p.m.
PLACE: Denton Fire Department – Central Fire Station
332 E. Hickory Street
Denton, Texas 76201
SALARY: \$12,863.07/month

RECOMMENDATION

Approve the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Battalion Chief Promotional Examination.

ESTIMATED SCHEDULE OF PROJECT

1. Upon approval, the Position Opportunity Announcement will be posted in all required locations.
2. On March 3, 2026, the Fire Department will administer the Promotional Examination.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – 2026 Fire Battalion Chief Position Opportunity Announcement

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner

Position Opportunity

City of Denton, Texas



Notice of Civil Service Examination Fire Battalion Chief



Registration Deadline: Tuesday, February 24, 2026

The City of Denton will conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Battalion Chief. This list shall remain in effect until the next test is given on the first Tuesday in March (2027), as set in the Meet and Confer Agreement or until the list is exhausted, whichever comes first.

Date: Tuesday, March 3, 2026
Time: 2:00 p.m.
Place: 332 E. Hickory (Central Fire Station, EOC)
Denton, TX 76201
Salary: \$12,863.07/month

Minimum Qualifications:

Must comply with all applicable state and local civil service requirements and regulations, and requirements contained in the Meet and Confer Agreement between the City of Denton and Denton Fire Fighters Association, IAFF Local 1291.

Reference Materials for the exam are as follows:

1. **Chief Officer Principles and Practice** (3rd Ed.) (2021) NFPA/IAFC, David J. Purchase, Jones & Bartlett Learning, ISBN 978-1284172478
2. **Community Risk Reduction Principles and Practice** (1st Ed.) (2022) Beverley Walker, Jones & Bartlett Learning, ISBN 978-1284195057
3. **Legal Considerations for Fire & Emergency Services** (4th Ed.) (2022) J. Curtis Varone Fire Engineering Books & Videos, ISBN 978-1593705763
4. **Fire and Emergency Services Administration: Management and Leadership Practices** (3rd Ed.) (2022) L. Charles Smeby Jr., Jones & Bartlett Learning, ISBN: 978-1284180213
5. **Mastering Fireground Command: Calm The Chaos!** (1st Ed) (2024) Anthony Kastros, Brian Brush, Fire Engineering Books, ISBN 978-1593705992
6. **The Leadership Challenge: How to Make Extraordinary Things Happen in Organizations** (7th Ed.) (2023) James M. Kouzes and Barry Z. Posner, Jossey-Bass, ISBN 978-1119736127

Candidates desiring to take the examination must register by completing the ***Notice of Intent*** form in the Human Resources Department, 601 E. Hickory, Suite B, Denton, TX 76205, no later than **Tuesday February 24, 2026, at 5:00 p.m.** Candidates should bring a printed copy of the registration form to the exam—as proof of registration. Candidates who fail to register will not be allowed to take the examination.

Approved:
Posted:

ADA/EOE/ADEA

Upon request, accommodations will be provided to applicants in accordance with the Americans with Disabilities Act (ADA). Please call the Human Resources Department – 601 E. Hickory, Suite B – Denton, TX 76205 – Telephone – 940-349-8340 – Fax – 940-349-8348



City of Denton

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AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Captain Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).

BACKGROUND

The City of Denton Fire Department desires to conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Captain. The list created as a result of this examination shall be in effect until the next test is given (on the first Wednesday in March 2027), or until the list has been exhausted, whichever occurs first.

DATE: Wednesday, March 4, 2026
TIME: 2:00 p.m.
PLACE: Denton Fire Department – Central Fire Station
332 E. Hickory Street
Denton, Texas 76201
SALARY: \$11,289.20/month

RECOMMENDATION

Approve the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Captain Promotional Examination.

ESTIMATED SCHEDULE OF PROJECT

1. Upon approval, the Position Opportunity Announcement will be posted in all required locations.
2. On March 4, 2026, the Fire Department will administer the Promotional Examination.

EXHIBITS

Exhibit 1 – Agenda Information Sheet
Exhibit 2 – 2026 Fire Captain Position Opportunity Announcement

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner

Position Opportunity

City of Denton, Texas



Notice of Civil Service Examination Fire Captain



Registration Deadline: Wednesday, February 25, 2026

The City of Denton will conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Captain. This list shall remain in effect until the next test is given on the first Wednesday in March (2027), as set in the Meet and Confer Agreement or until the list is exhausted, whichever comes first.

Date: Wednesday, March 4, 2026
Time: 2:00 p.m.
Place: 332 E. Hickory (Central Fire Station, EOC)
Denton, TX 76201
Salary: \$11,289.20/month

Minimum Qualifications:

Must comply with all applicable state and local civil service requirements and regulations, and requirements contained in the Meet and Confer Agreement between the City of Denton and Denton Fire Fighters Association, IAFF Local 1291.

Reference Materials for the exam are as follows:

1. **Community Risk Reduction Principles and Practice** (1st Ed.) (2022) Beverley Walker, Jones & Bartlett Learning, ISBN 978-1284195057
2. **Fire Officer Principles and Practice** (4th Ed.) (2021) IAFC/NFPA, Michael J. Ward, Jones & Bartlett Learning, ISBN 978-1284172393
3. **Fire Officer's Handbook of Tactics** (5th Ed.) (2019) John Norman, PennWell Corporation, ISBN 978-1593704186
4. **Legal Considerations for Fire & Emergency Services** (4th Ed.) (2022) J. Curtis Varone Fire Engineering Books & Videos, ISBN 978-1593705763
5. **Mastering Fireground Command: Calm the Chaos!** (1st Ed.) (2024) Anthony Kastros, Brian Brush, Fire Engineering Books, ISBN 978-1593705992

Candidates desiring to take the examination must register by completing the ***Notice of Intent*** form in the Human Resources Department, 601 E. Hickory, Suite B, Denton, TX 76205, no later than **Wednesday February 25, 2026, at 5:00 p.m.** Candidates should bring a printed copy of the registration form to the exam—as proof of registration. Candidates who fail to register will not be allowed to take the examination.

Approved:
Posted:

ADA/EOE/ADEA

Upon request, accommodations will be provided to applicants in accordance with the Americans with Disabilities Act (ADA). Please call the Human Resources Department – 601 E. Hickory, Suite B – Denton, TX 76205 – Telephone – 940-349-8340 – Fax – 940-349-8348



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AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Lieutenant Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).

BACKGROUND

The City of Denton Fire Department desires to conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Lieutenant. The list created as a result of this examination shall be in effect until the next test is given (on the first Wednesday in March 2027), or until the list has been exhausted, whichever occurs first.

DATE: Thursday, March 5, 2026
TIME: 2:00 p.m.
PLACE: Denton Public Safety Training Center
719 E. Hickory Street
Denton, Texas 76205
SALARY: \$10,325.47/month

RECOMMENDATION

Approve the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Lieutenant Promotional Examination.

ESTIMATED SCHEDULE OF PROJECT

1. Upon approval, the Position Opportunity Announcement will be posted in all required locations.
2. On March 5, 2026, the Fire Department will administer the Promotional Examination.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – 2026 Fire Lieutenant Position Opportunity Announcement

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner

Position Opportunity

City of Denton, Texas



Notice of Civil Service Examination Fire Lieutenant



Registration Deadline: Thursday, February 26, 2026

The City of Denton will conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Lieutenant. This list shall remain in effect until the next test is given on the first Thursday in March (2027), as set in the Meet and Confer Agreement or until the list is exhausted, whichever comes first.

Date: Thursday, March 5, 2026
Time: 2:00 p.m.
Place: 719 E. Hickory, Training Rooms C & D (Public Safety Training Center)
Denton, TX 76205
Salary: \$10,325.47/month

Minimum Qualifications:

Must comply with all applicable state and local civil service requirements and regulations, and requirements contained in the Meet and Confer Agreement between the City of Denton and Denton Fire Fighters Association, IAFF Local 1291.

Reference Materials for the exam are as follows:

1. **Occupational Safety, Health, and Wellness** (4th Ed.) (2018) IFSTA
Fire Protection Publications, ISBN 978-0879396381
2. **Fire Officer Principles and Practice** (4th Ed.) (2021) IAFC/NFPA, Michael J. Ward, Jones & Bartlett Learning, ISBN 978-1284172393 (Section 1: Pages 4 – 247)
3. **Fire Officer's Handbook of Tactics** (5th Ed.) (2019) John Norman
PennWell Corporation, ISBN 978-1593704186
4. **Legal Considerations for Fire & Emergency Services** (4th Ed.) (2022) J. Curtis Varone
Fire Engineering Books & Videos, ISBN 978-1593705763
5. **Brannigan's Building Construction for the Fire Service** (6th Ed.) (2021) NFPA, Francis L. Brannigan, Glenn P. Corbett,
Jones & Bartlett Learning, ISBN 978-1284177312

Candidates desiring to take the examination must register by completing the ***Notice of Intent*** form in the Human Resources Department, 601 E. Hickory, Suite B, Denton, TX 76205, no later than **Thursday February 26, 2026, at 5:00 p.m.** Candidates should bring a printed copy of the registration form to the exam—as proof of registration. Candidates who fail to register will not be allowed to take the examination.

Approved:
Posted:

ADA/EOE/ADEA

Upon request, accommodations will be provided to applicants in accordance with the Americans with Disabilities Act (ADA). Please call the Human Resources Department – 601 E. Hickory, Suite B – Denton, TX 76205 – Telephone – 940-349-8340 – Fax – 940-349-8348



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AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Hold discussion and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Driver Promotional Examination (Source Material List was approved at the September 24, 2025, Civil Service Commission meeting, and subsequently posted).

BACKGROUND

The City of Denton Fire Department desires to conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Driver. The list created as a result of this examination shall be in effect until the next test is given (on the first Thursday in March 2027), or until the list has been exhausted, whichever occurs first.

DATE: Friday, March 6, 2026
TIME: 2:00 p.m.
PLACE: Denton Public Safety Training Center
719 E. Hickory Street
Denton, Texas 76205
SALARY: \$9,271.60/month

RECOMMENDATION

Approve the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Fire Driver Promotional Examination.

ESTIMATED SCHEDULE OF PROJECT

1. Upon approval, the Position Opportunity Announcement will be posted in all required locations.
2. On March 6, 2026, the Fire Department will administer the Promotional Examination.

EXHIBITS

Exhibit 1 – Agenda Information Sheet
Exhibit 2 – 2026 Fire Driver Position Opportunity Announcement

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner

Position Opportunity

City of Denton, Texas



Notice of Civil Service Examination Fire Driver



Registration Deadline: Friday, February 27, 2026

The City of Denton will conduct a Civil Service Examination in order to establish an eligibility list for the position of Fire Driver. This list shall remain in effect until the next test is given on the first Friday in March (2027), as set in the Meet and Confer Agreement or until the list is exhausted, whichever comes first.

Date: Friday, March 6, 2026
Time: 2:00 p.m.
Place: 719 E. Hickory, Training Rooms C & D (Public Safety Training Center)
Denton, TX 76205
Salary: \$9,271.60/month

Minimum Qualifications:

Must comply with all applicable state and local civil service requirements and regulations, and requirements contained in the Meet and Confer Agreement between the City of Denton and Denton Fire Fighters Association, IAFF Local 1291.

Reference Materials for the exam are as follows:

1. **Occupational Safety, Health, and Wellness** (4th Ed.) (2018) IFSTA
Fire Protection Publications, ISBN 978-0879396381
2. **Fire Apparatus Driver/Operator** (4th Ed.) (2025) IAFC/NFPA, Patrick P. Dunn, Jones and Bartlett Learning, ISBN 978-1284286519
3. **Brannigan's Building Construction for the Fire Service** (6th Ed.) (2021) NFPA, Francis L. Brannigan, Glenn P. Corbett, Jones & Bartlett Learning, ISBN 978-1284177312
4. **Fire Officer's Handbook of Tactics** (5th Ed.) (2019) John Norman, PennWell Corporation, ISBN 978-1593704186
5. **Fire Protection, Detection, and Suppression Systems** (5th Ed.) (2016) IFSTA Fire Protection Publications, ISBN 978-0879395995
6. **EVOS: EMS Vehicle Operator Safety** (2nd Ed.) (2025) Bob Elling, MPA, EMT-P, Jones & Bartlett Learning, ISBN 978-1284291780

Candidates desiring to take the examination must register by completing the ***Notice of Intent*** form in the Human Resources Department, 601 E. Hickory, Suite B, Denton, TX 76205, no later than **Friday, February 27, 2026, at 5:00 p.m.** Candidates should bring a printed copy of the registration form to the exam—as proof of registration. Candidates who fail to register will not be allowed to take the examination.

Approved:
Posted:

ADA/EOE/ADE

Upon request, accommodations will be provided to applicants in accordance with the Americans with Disabilities Act (ADA). Please call the Human Resources Department – 601 E. Hickory, Suite B – Denton, TX 76205 – Telephone – 940-349-8340 – Fax – 940-349-8348



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AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Hold discussion and take action on the proposed 2026 Source Material List for the Police Department promotional examinations.

BACKGROUND

The Source Material List for the Police Department promotional examinations is reviewed annually and brought before the Commission to approve.

Per Texas Local Government Code Chapter 143, Section 029 the Source Material List for Police Department promotional examinations must be posted before the 90th day before the date a promotional examination is held.

RECOMMENDATION

Hold discussion and approve the proposed 2026 Source Material List for the Police Department promotional examinations.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – 2026 Police Promotional Source Material Lists (Proposed)

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner



DEPARTMENT OF POLICE

601 E. HICKORY STREET, SUITE E • DENTON, TEXAS 76205 • 940-349-8181 • FAX 940-349-7966

Denton Police Department
Promotional Exam Source Material List
2026

Lieutenant

1. **DOJ Critical Incident Review - Active Shooter at Robb Elementary:**
<https://portal.cops.usdoj.gov/resourcecenter/content.ashx/cops-r1143-pub.pdf> (2024)
2. **Guiding Principles on Use of Force:** Police Executive Research Forum,
<https://www.policeforum.org/assets/guidingprinciples1.pdf> (2016)
3. **Leaders Eat Last: 1st Edition w/ updated chapter, Simon Sinek, Portfolio, 2017**
4. **Team of Teams: 1st Edition, Gen. Stanley McChrystal, Portfolio, 2015**
5. **City of Denton Policy and Procedures:** 107.04 (Family & Medical Leave); 108.10 (Harassment Prevention); 108.11 (Drug and Alcohol Free Workplace); 108.12 (Anti-Substance Abuse and Rehabilitation); 108.13 (Investigation and Inspection of City Facilities/Equipment): date effective as to the 91st day before the date the promotional examination is held.
6. **Meet and Confer Agreement:** between the City of Denton and the Denton Police Officers Association effective October 1, 2022 (current agreement). Articles 7, 8, 9, and 11.
7. **Denton P.D. General Orders:**

Date effective as to the 91st day before the date the promotional examination is held.

G.O. 300 – Response to Resistance	G.O. 516 – Public Recording of Law Enforcement Activity
G.O. 302 – Handcuffing and Restraints	G.O. 519 – First Amendment Assemblies
G.O. 303 – Control Devices	G.O. 704 – Portable Audio/Video Recorders
G.O. 304 – Conducted Energy Device	G.O. 1300 – Standards of Conduct
G.O. 305 – Firearms	G.O. 1301 – PRIDE
G.O. 306 – Vehicle Pursuits	G.O. 1302 – Policy of Equality
G.O. 307 – Foot Pursuits	G.O. 1303 – Anti-Retaliation
G.O. 308 – Officer Response to Calls	G.O. 1311 – Administrative Investigations and Discipline
G.O. 501 – Biased-Based Policing	

**Due to revisions of policy, G.O. section numbers are subject to change and are provided for reference only. Questions can be directed to Lt. Preston Pohler (940) 349-7956 or Preston.Pohler@cityofdenton.com.*

8. **Texas Penal Code:** Chapter 22 (Assaultive Offenses), Sec. 31.03 (Theft), Sec. 32.47 (Fraudulent Destruction, Removal, or Concealment of Writing), Chapter 49 (Intoxication and Alcoholic Beverage Offenses)
9. **Texas Health and Safety Code:** Sec.573.001 (Apprehension by Peace Officer Without a Warrant)
10. **Texas Code of Criminal Procedure:** Chapter 5 (Family Violence Prevention), Chapter 14 (Arrest Without Warrant), Art.16.22 (Early Identification of Defendant Suspected of Having Mental Illness or Intellectual Disability)

Date Approved:
Date Posted:

“We are Committed to Achieving a Diversified Workforce”
ADA/EOE/ADE



DEPARTMENT OF POLICE

601 E. HICKORY STREET, SUITE E • DENTON, TEXAS 76205 • 940-349-8181 • FAX 940-349-7966

Denton Police Department
Promotional Exam Source Material List
2026

Sergeant

1. **DOJ Critical Incident Review - Active Shooter at Robb Elementary:**
<https://portal.cops.usdoj.gov/resourcecenter/content.ashx/cops-r1143-pub.pdf> (2024)
2. **Guiding Principles on Use of Force:** Police Executive Research Forum,
<https://www.policeforum.org/assets/guidingprinciples1.pdf> (2016)
3. **Radical Candor: How to Get What You Want by Saying What You Mean:** International Edition, Kim Scott, Pan MacMillan UK, 2019
4. **The Infinite Game:** 1st Edition, Simon Sinek, Penguin Random House, 2019
5. **City of Denton Policies and Procedures:** 107.04 (Family & Medical Leave); 108.10 (Harassment Prevention); 108.11 (Drug and Alcohol Free Workplace); 108.12 (Anti-Substance Abuse and Rehabilitation); date effective as to the 91st day before the promotional examination is held.
6. **Meet and Confer Agreement:** between the City of Denton and the Denton Police Officers Association effective October 1, 2022 (current agreement), Articles 7, 8, 9, and 11.
7. **Denton P.D. General Orders:**

Date effective as to the 91st day before the date the promotional examination is held.

G.O. 300 – Response to Resistance	G.O. 516 – Public Recording of Law Enforcement Activity
G.O. 302 – Handcuffing and Restraints	G.O. 519 – First Amendment Assemblies
G.O. 303 – Control Devices	G.O. 704 – Portable Audio/Video Recorders
G.O. 304 – Conducted Energy Device	G.O. 1300 – Standards of Conduct
G.O. 305 – Firearms	G.O. 1301 – PRIDE
G.O. 306 – Vehicle Pursuits	G.O. 1302 – Policy of Equality
G.O. 307 – Foot Pursuits	G.O. 1303 – Anti-Retaliation
G.O. 308 – Officer Response to Calls	G.O. 1311 – Administrative Investigations and Discipline
G.O. 501 – Biased-Based Policing	

**Due to revisions of policy, G.O. section numbers are subject to change and are provided for reference only. Questions can be directed to Lt. Preston Pohler (940) 349-7956 or Preston.Pohler@cityofdenton.com.*

8. **Texas Penal Code:** Chapter 22 (Assaultive Offenses), Sec. 31.03 (Theft), Sec. 32.47 (Fraudulent Destruction, Removal, or Concealment of Writing), Chapter 49 (Intoxication and Alcoholic Beverage Offenses)
9. **Texas Health and Safety Code:** Sec.573.001 (Apprehension by Peace Officer Without a Warrant)
10. **Texas Code of Criminal Procedure:** Chapter 5 (Family Violence Prevention), Chapter 14 (Arrest Without Warrant), Art.16.22 (Early Identification of Defendant Suspected of Having Mental Illness or Intellectual Disability)

Date Approved:
Date Posted:



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Consider, hold discussion, and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Sergeant Promotional Examination.

BACKGROUND

The City of Denton Police Department desires to conduct a Civil Service Examination in order to establish an eligibility list for the position of Police Sergeant. The eligibility list created as a result of this examination shall be in effect for a period of one (1) year after the date on which the Civil Service Commission approves it, or until the list has been exhausted.

Written Examination:

DATE: Thursday, February 19, 2026

TIME: 1400 hours (2:00 p.m.)

LOCATION: Denton Police Department Training Facility, 719 E. Hickory Street, Denton, Texas 76205

SALARY: \$ 9,787.83/month

Assessment Center:

DATE: April 13 – 17, 2026

TIME: To be scheduled individually with eligible candidates

LOCATION: Denton Police Department Substation, 4111 Vintage Blvd, Denton, Texas

RECOMMENDATION

Approve the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Sergeant Promotional Exam.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Police Sergeant Position Opportunity Announcement

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner

Position Opportunity

City of Denton, Texas



Notice of Civil Service Examination Police Sergeant



Registration Deadline: Friday, January 30, 2026

The City of Denton will conduct a Civil Service promotional exam for the position of Police Sergeant. The eligibility list created as a result of this promotional examination shall be in effect for a period of one (1) year after the date on which the Civil Service Commission approves it, or until the list has been exhausted.

Minimum Qualifications:

- Must comply with all applicable state and civil service requirements (Chapter 143), local rules, and the Meet and Confer Agreement guidelines.
- Eligibility criteria as outlined in Article 5, Section 6 of the current Meet and Confer Agreement states candidates must have “served in the Department in the next lower rank for at least three years immediately before the examination date.” This supersedes section 143.031 of the Texas Local Government Code.

Registration Instructions:

Officers desiring to take this examination for the eligibility list must register their intent to do so by signing a “Letter of Intent” form and updating their employment information and submitting to the Human Resources Department at 601 E. Hickory, Suite B, Denton, TX 76205, no later than **Friday, January 30, 2026, at 5:00 p.m.** Failure to register will result in the employee not being allowed to take the examination. Previous applications will not meet this registration requirement. Officers arriving after the posted examination date and time will not be allowed entrance to the test room to take the examination. The exam will be administered according to Article 5 of the current Meet and Confer Agreement.

WRITTEN EXAM

DATE: Thursday, February 19, 2026
TIME: 1400 hrs.
PLACE: Denton Police Department Training Center, 719 E. Hickory St., Denton, TX 76205
SALARY: \$9,787.83/month

Reference materials for the exam are as follows:

1. **DOJ Critical Incident Review - Active Shooter at Robb Elementary:**
<https://portal.cops.usdoj.gov/resourcecenter/content.ashx/cops-rl143-pub.pdf> (2024)
2. **Guiding Principles on Use of Force:** Police Executive Research Forum,
<https://www.policeforum.org/assets/guidingprinciples1.pdf> (2016)

3. **Radical Candor: How to Get What You Want by Saying What You Mean:** International Edition, Kim Scott, Pan MacMillan UK, 2019
4. **The Infinite Game:** 1st Edition, Simon Sinek, Penguin Random House, 2019
5. **City of Denton Policies and Procedures:** 107.04 (Family & Medical Leave); 108.10 (Harassment Prevention); 108.11 (Drug and Alcohol Free Workplace); 108.12 (Anti-Substance Abuse and Rehabilitation): date effective as to the 91st day before the promotional examination is held.
6. **Meet and Confer Agreement:** between the City of Denton and the Denton Police Officers Association effective October 1, 2022 (current agreement), Articles 7, 8, 9, and 11.
7. **Denton P.D. General Orders:**
Date effective as to the 91st day before the date the promotional examination is held.

G.O. 300 – Response to Resistance	G.O. 516 – Public Recording of Law Enforcement Activity
G.O. 302 – Handcuffing and Restraints	G.O. 519 – First Amendment Assemblies
G.O. 303 – Control Devices	G.O. 704 – Portable Audio/Video Recorders
G.O. 304 – Conducted Energy Device	G.O. 1300 – Standards of Conduct
G.O. 305 – Firearms	G.O. 1301 – PRIDE
G.O. 306 – Vehicle Pursuits	G.O. 1302 – Policy of Equality
G.O. 307 – Foot Pursuits	G.O. 1303 – Anti-Retaliation
G.O. 308 – Officer Response to Calls	G.O. 1311 – Administrative Investigations and Discipline
G.O. 501 – Biased-Based Policing	

**Due to revisions of policy, G.O. section numbers are subject to change and are provided for reference only. Questions can be directed to Lt. Preston Pohler (940) 349-7956 or Preston.Pohler@cityofdenton.com.*
8. **Texas Penal Code:** Chapter 22 (Assaultive Offense), 31.03 (Theft), 32.47 (Fraudulent Destruction, Removal, or Concealment of Writing), Chapter 49 (Intoxication and Alcoholic Beverage Offenses)
9. **Texas Health and Safety Code:** Sec.573.001 (Apprehension by Peace Officer Without a Warrant)
10. **Texas Code of Criminal Procedure:** Chapter 5 (Family Violence Prevention), Chapter 14 (Arrest Without Warrant), Art.16.22 (Early Identification of Defendant Suspected of Having Mental Illness or Intellectual Disability)

ASSESSMENT CENTER

The assessment center board shall assess the candidate's skills based on leadership group exercises, decision making exercises, and oral interview questions. For further details regarding the assessment center process, refer to Article 5, Section 8 of the 2022 – 2026 Meet and Confer Agreement.

DATE: April 13 – 17, 2026
TIME: To be scheduled individually with eligible candidates
PLACE: Denton Police Department Substation 4111 Vintage Blvd Denton, TX

Approved:
Posted:

Human Resources Department – 601 E. Hickory, Suite B, Denton, TX 76205 – Telephone: 940-349-8340 – Fax: 940-349-8348
Upon request, accommodations will be provided to applicants in accordance with the Americans with Disabilities Act (ADA). Please call HR for information.



City of Denton

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AGENDA INFORMATION SHEET

DEPARTMENT: Human Resources

CM/ DCM/ ACM: Cassandra Ogden

DATE: November 19, 2025

SUBJECT

Consider, hold discussion, and take action on the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Lieutenant Promotional Examination.

BACKGROUND

The City of Denton Police Department desires to conduct a Civil Service Examination in order to establish an eligibility list for the position of Police Lieutenant. The eligibility list created as a result of this examination shall be in effect for a period of one (1) year after the date on which the Civil Service Commission approves it, or until the list has been exhausted.

Written Examination:

DATE: Thursday, February 19, 2026

TIME: 1000 hours (10:00 a.m.)

LOCATION: Denton Police Department Training Facility, 719 E. Hickory Street, Denton, Texas 76205

SALARY: \$ 11,413.50/month

Assessment Center:

DATE: April 13 – 17, 2026

TIME: To be scheduled individually with eligible candidates

LOCATION: Denton Police Department Substation, 4111 Vintage Blvd, Denton, Texas

RECOMMENDATION

Approve the Position Opportunity Announcement (POA) to schedule the date, time, and location for the Police Lieutenant Promotional Exam.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Police Lieutenant Position Opportunity Announcement

Respectfully submitted:
Carri Byrd
Civil Service Secretary
Human Resources Business Partner

Position Opportunity

City of Denton, Texas



Notice of Civil Service Examination Police Lieutenant



Registration Deadline: Friday, January 30, 2026

The City of Denton will conduct a Civil Service promotional exam for the position of Police Lieutenant. The eligibility list created as a result of this examination shall be in effect for a period of one (1) year after the date on which the Civil Service Commission approves it, or until the list has been exhausted.

Minimum Qualifications:

- Must comply with all applicable state and civil service requirements (Chapter 143), local rules, and the Meet and Confer Agreement guidelines.
- Must have served in the next lower rank for at least two (2) years immediately before the examination date.

Registration Instructions:

Officers desiring to take this examination for the eligibility list must register their intent to do so by signing a “Letter of Intent” form and updating their employment information, and submitting to the Human Resources Department at 601 E. Hickory, Suite B, Denton, TX 76205, no later than **Friday, January 30, 2026, at 5:00 p.m.** Failure to register will result in the employee not being allowed to take this examination. Previous applications will not meet this registration requirement. Officers arriving after the posted examination date and time will not be allowed entrance to the test room to take the examination. The exam will be administered according to Article 5 of the current Meet and Confer Agreement.

WRITTEN EXAM

DATE: Thursday, February 19, 2026
TIME: 1000 hrs.
PLACE: Denton Police Department Training Center, 719 E. Hickory, Denton, TX 76205
SALARY: \$11,413.50/month

Reference Materials for the exam are as follows:

1. **DOJ Critical Incident Review - Active Shooter at Robb Elementary:**
<https://portal.cops.usdoj.gov/resourcecenter/content.ashx/cops-rl143-pub.pdf> (2024)
2. **Guiding Principles on Use of Force:** Police Executive Research Forum,
<https://www.policeforum.org/assets/guidingprinciples1.pdf> (2016)
3. **Leaders Eat Last:** 1st Edition w/ updated chapter, Simon Sinek, Portfolio, 2017
4. **Team of Teams:** 1st Edition, Gen. Stanley McChrystal, Portfolio, 2015

5. **City of Denton Policy and Procedures:** 107.04 (Family & Medical Leave); 108.10 (Harassment Prevention); 108.11 (Drug and Alcohol Free Workplace); 108.12 (Anti-Substance Abuse and Rehabilitation); 108.13 (Investigation and Inspection of City Facilities/Equipment): date effective as to the 91st day before the date the promotional examination is held.
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Date effective as to the 91st day before the date the promotional examination is held.

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ASSESSMENT CENTER

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DATE: April 13 – 17, 2026
TIME: To be scheduled individually with eligible candidates
PLACE: Denton Police Department Substation 4111 Vintage Blvd Denton, TX

Approved:
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Human Resources Department – 601 E. Hickory, Suite B – Denton, TX 76205 – Telephone – 940-349-8340 – Fax – 940-349-8348
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