

**NOTICE OF SPECIAL MEETING**  
**of the**  
**FIRE CIVIL SERVICE COMMISSION**  
**of the**  
**CITY OF ENID, OKLAHOMA**

**NOTICE**, is hereby given that the Board of the Fire Civil Service Commission of the City of Enid, Oklahoma, will meet in a Special Meeting at 5:30 P.M. on Tuesday, the 17<sup>th</sup> day of December, 2013, in the Office of the Fire Marshal, Room #11 of the Central Fire Station of the City of Enid, Oklahoma, located at 410 W. Garriott Road, Enid, Oklahoma, and the Agenda for said Special Meeting is as follows:

**- AGENDA -**

1. Call to order
2. Roll Call
3. Approval of minutes from previous meetings.
4. Consider convening into Executive Session pursuant to 25 Okla. Statute §307(B)(1), *“employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee”*; to conduct oral interviews for promotional examinations for the positions of Assistant Fire Marshal and Fire Captain, to evaluate and tabulate results of written examinations, to review candidate resumes and performance records, and to establish lists of eligibles for the positions of Assistant Fire Marshal and Fire Captain, in accordance with the Enid Fire Civil Service Charter, Article IV, §B.8.1. through §B.8.7.

Background – The written examinations for Assistant Fire Marshal and Fire Captain are to have been administered on Monday, December 16<sup>th</sup> at 9:00 am.

5. Reconvene into special session to approve results of the promotional examinations and to authorize the Secretary of the Fire Civil Service Commission to post the list of eligibles, and take any other necessary action thereto.
6. Adjourn.