



**MUNICIPAL CIVIL SERVICE COMMISSION
MINUTES**

**SPECIAL CALLED MEETING
Tuesday, April 1, 2014**

The Municipal Civil Service Commission convened in a special called meeting on Tuesday, April 1, 2014 at the Waller Creek Building located at 625 East 10 Street #104, in Austin, Texas.

Chair Kovach called the Commission meeting to order at 4:04 p.m.

Commissioners in Attendance:

Kimberlee Kovach, Chair
Teresa Perez-Wiseley, Vice-Chair
Pamela Lancaster
Kevin Russell

Staff in Attendance:

Mark Washington, HR Director
Karen Sharp, HR Assistant Director
Rebecca Kennedy, Municipal Civil Service Administrator
Alondra Johnson, Municipal Civil Service Coordinator
Beverly West, Attorney
Michael Cronig, Attorney

1. CITIZENS COMMUNICATION

- a. Caitlin Brown, American Federation of State, County, and Municipal Employees (AFSCME), spoke on the Recommended Municipal Civil Service Rules.
- b. Carol Guthrie, American Federation of State, County, and Municipal Employees (AFSCME), spoke on the Recommended Municipal Civil Service Rules.
- c. Francia Baez, City of Austin Employee, spoke on the Recommended Municipal Civil Service Rules.

2. APPROVAL OF MINUTES

The minutes from the March 5, 2014 and the March 26, 2014 special called meetings were approved on Vice-Chair Perez-Wiseley's motion, Commissioner Russell's second, on a 3-0 vote. Commissioner Lancaster was off the dais.

3. STAFF BRIEFING

- a. Staff briefing regarding Municipal Civil Service Rule development process.
 - i. **Presentations were made by:**
 - 1. Mark Washington, Director, Human Resources Department
 - 2. Karen Sharp, Assistant Director, Human Resources Department

4. NEW BUSINESS

- a. Discussion and possible action regarding a recommendation to the Austin City Council of a Chair for the Municipal Civil Service Commission.
Discussion was held and the Commission tabled the item on discussion and possible action regarding a recommendation to the Austin City Council of a Chair for the Municipal Civil Service Commission until all five (5) commissioners are in attendance at a meeting of the Municipal Civil Service Commission on Vice Chair Perez-Wiseley's motion, Commissioner Lancaster's second, on a 4-0 vote.
- b. Discussion and possible action regarding modifications to the Recommended Municipal Civil Service Rules.
 - i. **Facilitated by:**
 - 1. Larry Schooler, Community Engagement Consultant, Communication and Public Information Department
 - 2. Michael Hockmuller, Manager, Organizational Development & Training Division, Human Resources Department
- c. Discussion and possible action regarding recommending Municipal Civil Service Rules to the Austin City Council.
Discussion was held and the Commission tabled the item on discussion and possible action regarding recommending Municipal Civil Service Rules to the Austin City Council on Commissioner Russell's motion, Commissioner Lancaster's second, on a 3-0 vote. Chair Kovach was off the dais.

5. FUTURE AGENDA ITEMS

- a. **Include on the next agenda discussion and possible action regarding the recommendation of a chair to the Austin City Council.**
- b. **Include on the next agenda discussion and possible action regarding modifications to the Recommended Municipal Civil Service Rules.**
- c. **Include on the next agenda discussion and possible action regarding recommending Municipal Civil Service Rules to the Austin City Council.**
- d. **Include on the next agenda discussion and possible action regarding setting additional special called meetings of the Municipal Civil Service Commission.**

6. ADJOURNMENT

Vice Chair Perez-Wiseley adjourned the meeting at 7:10 p.m. on Commissioner Lancaster's motion, Commissioner Russell's second, on a 3-0 vote. Chair Kovach was off the dais.