



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
Wednesday, April 16, 2014**

The Municipal Civil Service Commission convened in a regular meeting on Wednesday, April 16, 2014 at the Waller Creek Building located at 625 East 10 Street #104, in Austin, Texas.

**Vice Chair Perez-Wiseley called the Commission meeting to order at 4:18 p.m.**

**Commissioners in Attendance:**

Teresa Perez-Wiseley, Vice-Chair  
Pamela Lancaster  
Lynn Rubinett  
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  
Pamela Wade, Municipal Civil Service Coordinator  
Beverly West, Attorney

**1. CITIZENS COMMUNICATION**

- a. Jane Burazer, Assistant Director, Austin Water Utility, spoke on the Recommended Municipal Civil Service Rules.

**2. APPROVAL OF MINUTES**

The minutes of the April 1, 2014 Municipal Civil Service Commission special called meeting were approved on Commissioner Lancaster's motion, Commissioner Russell's second, on a 3-0 vote. Commissioner Rubinett abstained due to not being present at the April 1, 2014 special called meeting.

**3. STAFF BRIEFING**

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

**4. OLD BUSINESS**

- a. Discussion and possible action regarding a recommendation to the Austin City Council of a Chair for the Municipal Civil Service Commission.
  - i. **The motion to recommend Commissioner Lancaster to the Austin City Council as Chair for the Municipal Civil Service Commission failed on Vice-Chair Perez-Wiseley's motion, Commissioner Rubinett's second. Those Commissioners voting aye were: Vice-Chair Perez-Wiseley. Those voting nay were: Commissioner Russell. Those abstaining were: Commissioner Rubinett and Commissioner Lancaster.**
  - ii. **The motion to table the discussion regarding a recommendation to the Austin City Council of a Chair for the Municipal Civil Service Commission until the next special called meeting of the Municipal Civil Service Commission was approved on Commissioner Russell'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:**  
Larry Schooler, Community Engagement Consultant, Communication and Public Information Department
  - ii. **Item Specific Citizen's 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. Discussion and possible action regarding recommending Municipal Civil Service Rules to the Austin City Council.  
**Discussion was held and the Commission directed staff to put this item on the agenda for the next Municipal Civil Service Commission meeting.**

**5. NEW BUSINESS**

- a. Discussion and possible action regarding setting additional special called meetings of the Municipal Civil Service Commission.  
**Discussion was held and the Commission voted to set a special called meeting of the Municipal Civil Service Commission on Wednesday, April 30, 2014 at 3:00 p.m. on Commissioner Rubinett's motion, Commissioner Lancaster's second, on a 4-0 vote.**

**6. FUTURE AGENDA ITEMS**

- a. **Include on the next agenda discussion and possible action regarding a recommendation to the Austin City Council of a Chair for the Municipal Civil Service Commission.**

- 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.**

**7. ADJOURNMENT**

**Vice Chair Perez-Wiseley adjourned the meeting at 9:01 p.m. on Commissioner Lancaster's motion, Commissioner Rubinett's second, on a 4-0 vote.**