



MUNICIPAL CIVIL SERVICE COMMISSION
MINUTES

SPECIAL CALLED MEETING
Wednesday, April 30, 2014

The Municipal Civil Service Commission convened in a special called meeting on Wednesday, April 30, 2014 at the Town Lake Center located at 721 Barton Springs Road, Room 130, in Austin, Texas.

Chair Kovach called the Commission meeting to order at 3:06 p.m.

Commissioners in Attendance:

Kimberlee Kovach, Chair
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
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.

2. APPROVAL OF MINUTES

- a. The minutes of the April 16, 2014 Municipal Civil Service Commission regular meeting were approved on Commissioner Rubinett's motion, Commissioner Perez-Wiseley's second, on a 4-0 vote. Chair Kovach abstained due to not being present at the April 16, 2014 regular meeting.

3. STAFF BRIEFING

- a. Staff briefing regarding Municipal Civil Service Rule development process.
 - i. **Presentation was 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 Chair Kovach to the Austin City Council as Chair for the Municipal Civil Service Commission was approved on Commissioner Russell's motion, Commissioner Rubinett's second on a 4-0 vote. Vice Chair Perez-Wiseley abstained.**
- 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. Carol Guthrie, American Federation of State, County, and Municipal Employees (AFSCME), spoke on the Employee Representation section of the Recommended Municipal Civil Service Rules.
 - b. Nathan Wiebe, Audit Investigator, Office of the City Auditor, spoke on the Employee Representation section of the Recommended Municipal Civil Service Rules.
 - c. Cindy Steffen, Human Resources Supervisor, Austin Water Utility, spoke on the Employee Representation section of the Recommended Municipal Civil Service Rules.
 - d. Jeff Burton, Employee Relations Manager, Human Resources Department, spoke on the Employee Representation section of 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.
- d. Discussion and possible action regarding setting additional special called meetings of the Municipal Civil Service Commission.
Discussion was held and the Commission did not set additional special called meetings.

5. FUTURE AGENDA ITEMS

- a. **Include on the next agenda discussion and possible action regarding modifications to the Recommended Municipal Civil Service Rules.**
- b. **Include on the next agenda discussion and possible action regarding recommending Municipal Civil Service Rules to the Austin City Council.**

6. ADJOURNMENT

Chair Kovach adjourned the meeting at 7:56p.m. on Vice-Chair Perez-Wiseley's motion, Commissioner Robinett's second, on a 5-0 vote.