



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
Monday, March 23, 2015**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, March 23, 2015 at the Waller Creek Building located at 625 East 10<sup>th</sup> Street, Room 104, in Austin, Texas.

**Chair Kovach called the Commission meeting to order at 9:01 a.m.**

**Commissioners in Attendance:**

Kimberlee Kovach, Chair  
Teresa Perez-Wiseley, Vice-Chair  
Lynn Rubinett  
Kevin Russell

**Commissioners Absent:**

Pamela Lancaster

**Staff in Attendance:**

Mark Washington, Director  
Rebecca Kennedy, Acting HR Assistant Director  
Jeff Burton, Employee Relations Manager  
Kathleen Nowell, Acting Municipal Civil Service Administrator  
Sylba Everett, Municipal Civil Service Coordinator  
Vera Labriola, Municipal Civil Service Coordinator  
Danny Villalpando, LAN Administrator

**1. CITIZENS COMMUNICATION: GENERAL**

- a. None

**2. APPROVAL OF MINUTES**

- a. The minutes of the February 23, 2015, regular meeting were approved on Commissioner Perez-Wiseley's motion, Commissioner Russell second on a 4-0 vote.

**3. STAFF BRIEFING**

- a. Staff briefing on process for commissioner reappointments.

**Presentation was made by:**

Kathleen Nowell, Acting Municipal Civil Service Administrator, Human Resources Department

**4. NEW BUSINESS**

- a. Discussion and possible action on the Annual Internal Review of the Municipal Civil Service Commission.

**Discussion was held on the Annual Internal Review of the Municipal Civil Service Commission.**

**The Annual Internal Review report of the Municipal Civil Service Commission was approved as drafted on Vice-Chair Perez-Wiseley's motion, Commissioner Russell's second, on a 4-0 vote.**

**5. OLD BUSINESS**

- b. Discussion and possible action on the request for Council to approve a recommendation regarding compensation for the Municipal Civil Service Commissioners.

**Discussion was held on the request for Council to approve a recommendation regarding compensation for the Municipal Civil Service Commissioners**

**The motion to provide a recommendation to the Austin City Council regarding compensation for the Municipal Civil Service Commissioners was approved on Commissioner Russell's motion, Commissioners Rubinett second, on a 3-0-1 vote. Vice-Chair Perez-Wiseley abstained from voting.**

- d. Discussion and possible action regarding independent legal counsel for the Municipal Civil Service Commission during appeal hearings.

**Discussion was held on independent legal counsel for the Municipal Civil Service Commission during appeal hearings, and a request was made by the Commission for Staff to research contract options and costs for independent legal counsel.**

- a. Discussion and possible action to provide input to the Municipal Civil Service Director on potential Municipal Civil Service Rule amendments.

**Discussion was held on the on potential Municipal Civil Service Rule amendments.**

- c. Discussion and possible action on appeal hearing proceedings and process.

**Discussion was held on hearing proceedings and process.**

- e. Discussion and possible action on future meeting dates, times and locations.

**Discussion was held on future meeting dates, times and locations. A request was made by the Commission for Staff to pursue the option of reserving Waller Creek Center for the remainder of this year's MCS Commission meetings.**

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**6. FUTURE AGENDA ITEMS**

**Include a recurring item in old business regarding possible Municipal Civil Service rule amendments, and hearing proceedings and process.**

**ADJOURNMENT**

**Chair Kovach adjourned the meeting at 1:58 p.m. on Commissioner Russell's motion, Vice-Chair Perez-Wiseley's second, on a 4-0 vote.**