



**MUNICIPAL CIVIL SERVICE COMMISSION
MINUTES**

**REGULAR MEETING
Monday, May 11, 2015**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, May 11, 2015 at the Waller Creek Building located at 625 East 10th Street, Room 104, in Austin, Texas.

Chair Kovach called the Commission meeting to order at 9:06 a.m.

Commissioners in Attendance:

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

Commissioners Absent:

Staff in Attendance:

Rebecca Kennedy, Acting HR Assistant Director
Sylba Everett, Acting Municipal Civil Service Administrator
Vera Labriola, Municipal Civil Service Coordinator
Danny Villalpando, LAN Administrator

1. CITIZENS COMMUNICATION: GENERAL

None

2. APPROVAL OF MINUTES

The minutes of the April 27, 2015, regular meeting were approved on Commissioner Lancaster's motion, Vice-Chair Perez Wiseley's second on a 5-0 vote.

3. STAFF BRIEFING

- a. Staff briefing regarding commissioner appointments

Presentation was made by:

Sylba Everett, Acting Municipal Civil Service Administrator, Human Resources Department

4. OLD BUSINESS

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

Discussion was held on the options for independent legal counsel for the Municipal Civil Service Commission during appeal hearings. A request was made by the Commission for Staff to research options for a retainer agreement with an outside law firm and for providing the Commission with legal counsel by assigning a City attorney that does not work for the Labor Division.

- b. 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 potential amendments of the Municipal Civil Service Rules.

- c. Commission discussion on hearing proceedings and process.**

Discussion was held on hearing proceedings and process. A request was made by the Commission for Staff to prepare a draft of appeal hearing guidelines for appellants and City departments (or their representatives).

- d. Discussion and possible action on future meeting dates and locations.**

Discussion was held on future meeting dates and locations.

5. FUTURE AGENDA ITEMS

Include a recurring item in old business regarding independent legal counsel, possible Municipal Civil Service rule amendments, hearing proceedings and process, and future meeting dates and locations.

ADJOURNMENT

Chair Kovach adjourned the meeting at 12:48 p.m. on Vice-Chair Perez-Wiseley's motion, Commissioner Lancaster second, on a 5-0 vote.