

**MUNICIPAL CIVIL SERVICE COMMISSION  
MEETING MINUTES**

**Monday, October 12, 2015**



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
Monday, October 12, 2015**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, October 12, 2015 at the Waller Creek Building located at 625 East 10<sup>th</sup> Street, Room 104, in Austin, Texas.

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

**Commissioners in Attendance:**

Pamela Lancaster, Chair  
Teresa Perez-Wiseley, Vice-Chair  
Lottie Dailey  
Michael Murphy  
Lynn Rubinett

**Staff in Attendance:**

Rebecca Kennedy, Chief Administrative Officer  
Sylba Everett, Acting Municipal Civil Service Administrator  
Vera Labriola, Municipal Civil Service Coordinator  
Danny Villalpando, IT Network Administrator, Sr.

**1. CITIZENS COMMUNICATION: GENERAL**

None

**2. APPROVAL OF MINUTES**

**The minutes of the September 28, 2015, regular meeting were approved on Vice-Chair Perez-Wiseley's motion, Chair Lancaster's second on a 5-0 vote.**

**3. NEW BUSINESS**

- a. Discussion and possible action regarding amending the Bylaws of the Commission.

**Discussion was held on an amendment to the Bylaws of the Commission. Commissioners directed staff to amend the Bylaws of the Commission by removing the word "business" from Article 6. A (line 28) on Chair Lancaster's motion, Commissioner Rubinett's second, on a 5-0 vote.**

- b. Discussion and possible action on scheduling meetings for calendar year 2016.

**Discussion was held on 2016 meeting schedule. Commissioners approved the 2016 Commission Meeting Schedule and directed staff to continue with the schedule of the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month, and remove meetings on March 14, 2016, June 27, 2016, July 25, 2016, August 22, 2016, November 28, 2016, and December 26, 2016 from the proposed meeting schedule on Commissioner Rubinett's motion, Commissioner Murphy's second, on a 3-2 vote. Those members voting aye were: Chair Lancaster, Commissioner Murphy, and Commissioner Rubinett. Those voting nay were: Vice-Chair Perez-Wiseley and Commissioner Dailey.**

**4. OLD BUSINESS**

- 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 potential amendments to the Municipal Civil Service Rules.**

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

**Discussion was held on the recommendation regarding independent legal counsel for the Municipal Civil Service Commission.**

- c. Discussion and possible action on the recommendation regarding compensation for the Municipal Civil Service Commissioners.

**Discussion was held on the recommendation regarding compensation for the Commissioners.**

- d. 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 and locations.**

**5. FUTURE AGENDA ITEMS**

**Commissioners directed staff to schedule a business meeting on January 25, 2016 on Vice-Chair Perez-Wiseley's motion, Commissioner Dailey's second, on a 5-0 vote.**

**ADJOURNMENT**

**Chair Lancaster adjourned the meeting at 12:05 p.m. on Vice-Chair Perez-Wiseley's motion, Commissioner Murphy's second, on a 5-0 vote.**