

**MUNICIPAL CIVIL SERVICE COMMISSION
MEETING MINUTES**

Monday, April 25, 2016



**MUNICIPAL CIVIL SERVICE COMMISSION
MINUTES**

**REGULAR MEETING
Monday, April 25, 2016**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, April 25, 2016 at the Waller Creek Building located at 625 East 10th Street, Room 104, in Austin, Texas.

Chair Lancaster called the Commission meeting to order at 9:08 a.m.

Commissioners in Attendance:

Pamela Lancaster, Chair
Teresa Perez-Wiseley, Vice-Chair
Lottie A. Dailey
Michael Murphy
Melissa Rogers

Staff in Attendance:

Joya Hayes, Interim HR Director
Jeff Burton, Interim HR Assistant Director
Rebecca Kennedy, Chief Administrative Officer
Sylba Everett, Municipal Civil Service Administrator
Vera Labriola, Municipal Civil Service Coordinator
April Shaw, Municipal Civil Service Coordinator
Ngoc Thai, Network Administrator

1. CITIZENS COMMUNICATION: GENERAL

None

2. APPROVAL OF MINUTES

The minutes of the March 28, 2016, regular meeting were approved on Chair Lancaster's motion, Vice Chair Perez-Wiseley's second on a 5-0 vote.

3. HEARING

- a. Conduct a hearing on the appeal filed by Michael Girod regarding his denial of promotion from the Public Works Department.

The hearing was conducted on the appeal filed by Michael Girod regarding his denial of promotion from the Public Works Department.

- b. Deliberate in closed session, pursuant to 551.074 of the Texas Government Code (personnel exception), regarding the appeal of Michael Girod regarding his denial of promotion from the Public Works Department.

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The Commission deliberated in closed session on the appeal of Michael Girod regarding his denial of promotion from the Public Works Department.

- c. Possible action and decision regarding the appeal of Michael Girod regarding his denial of promotion from the Public Works Department.

The Municipal Civil Service Commission moved that the employee, Michael Girod, has met his burden of proof and demonstrated that the Department did not have a reasonable, good-faith belief that he should not have received the Promotion. The action of the Commission is to grant the appeal. The Employee shall be placed in the Position at issue and awarded any lost pay and benefits from the date the individual who was initially placed in the Position was placed in the Position. The appeal was granted on Chair Lancaster's motion; Commissioner Murphy's second on a 5-0 vote. Those members voting aye were: Chair Lancaster, Vice Chair Perez-Wiseley, Commissioner Dailey, Commissioner Murphy, and Commissioner Rogers.

5. NEW BUSINESS

- b. Staff presentation, discussion and possible action regarding the request for feedback from the Commission on Council Resolution 20160324-014.

Presentation was made by Joya Hayes, Interim Director, Human Resources Department. Discussion was held regarding the request for feedback from the Commission on Council Resolution 20160324-014.

4. STAFF BRIEFING

- a. Presentation on the process Human Resources facilitates after the Commission renders a decision granting a disciplinary or denial of promotion appeal.

Presentation was made by Rebecca Kennedy, Chief Administrative Officer, Human Resources Department.

5. NEW BUSINESS

- a. Discussion regarding Esther M. Weekes' Citizen Communication from the March 28, 2016 Commission Meeting.

Discussion was held regarding Esther M. Weekes' Citizen Communication from the March 28, 2016 Commission Meeting.

6. EXECUTIVE SESSION

Discuss legal issues related to item 5b (Private consultation with legal counsel – Section 551.071 of the Government Code).

The Commission deliberated in closed session on the request for feedback from the Commission regarding Council Resolution 20160324-014.

7. OLD BUSINESS

- a. Discussion and possible action to review the Municipal Civil Service Rules and provide input to the Municipal Civil Service Director.

Discussion was held on the Municipal Civil Service Rules and input to the Municipal Civil Service Director.

- b. Discussion and possible action regarding compensation for the Municipal Civil Service Commissioners.

Discussion was held regarding compensation for the Municipal Civil Service Commissioners.

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

Discussion was held on appeal hearing proceedings and process.

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

Staff presented regarding the availability of the Waller Creek Center and the Commission moved to cancel the September 26, 2016 and October 10, 2016 Commission meetings and schedule Commission meetings on September 16, 2016 and October 28, 2016. The motion to approve these changes to the Commission schedule were made on Chair Lancaster's motion; Commissioner Dailey's second on a vote of 3-1-1. Those members voting aye were: Chair Lancaster, Commissioner Dailey, and Commissioner Rogers. Those members voting nay were: Vice Chair Perez-Wiseley. Those members abstaining were: Commissioner Murphy.

8. FUTURE AGENDA ITEMS

None

ADJOURNMENT

Chair Lancaster adjourned the meeting at 5:55 p.m. on Chair Lancaster's motion, Commissioner Rogers's second, on a 5-0 vote.