

**MUNICIPAL CIVIL SERVICE COMMISSION
MEETING MINUTES**

FRIDAY, APRIL 28, 2017



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MINUTES**

**REGULAR MEETING
Friday, April 28, 2017**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Friday, April 28, 2017 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 9:06 a.m.

Commissioners in Attendance:

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

Staff in Attendance:

Jeff Burton, Interim Assistant Director
Sylba Everett, Municipal Civil Service Administrator
April Shaw, Municipal Civil Service Coordinator
Matthew Chustz, Municipal Civil Service Coordinator
Ngoc Thai, Network Administrator

1. CITIZENS COMMUNICATION: GENERAL

Kristin Carlton spoke on MCS Rule 4.03.D, regarding limiting job postings to Department and Division only and asked the Commission to review this rule.

2. APPROVAL OF MINUTES

The minutes of the November 14, 2016 regular meeting were approved on Chair Lancaster's motion, Vice-Chair Perez-Wiseley's second on a 5-0 vote.

3. NEW BUSINESS

- a. Discussion and possible action regarding a recommendation to the Audit and Finance Committee, of the Austin City Council, for the Chair of the Municipal Civil Service

The motion to recommend Commissioner Lancaster for the Chair of the Municipal Civil Service Commission was approved on Commissioner Murphy's motion; Vice Chair Perez-Wiseley's second on a 5-0 vote.

- b. 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 was approved on Commissioner Murphy's motion; Vice Chair Perez-Wiseley's second on a 5-0 vote.

4. OLD BUSINESS

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

Discussion was held regarding review of the Municipal Civil Service Rules.

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

Discussion was held on future meeting dates, times, and locations. Commissioners added three meeting dates June 23, 2017; July 28, 2017; August 25, 2017 to the Municipal Civil Service Commission's Regular Meeting Schedule on Chair Lancaster's motion, Vice Chair Perez-Wiseley's second on a 4-1 vote. Commissioner Dailey voting against.

Commissioners also cancelled the May 19 and May 22, 2017 Regular Meetings on Chair Lancaster's Motion, Vice Chair Perez-Wiseley's second on a 5-0 vote.

5. FUTURE AGENDA ITEMS

Chair Lancaster added review of MCS Rule 4.03.D to a future meeting agenda as discussed in Citizen's Communication.

ADJOURNMENT

Chair Lancaster adjourned the meeting at 10:05 a.m.