



## **MEMORANDUM**

**TO:** Spencer Cronk, City Manager  
**FROM:** Joya Hayes, Director of Human Resources and Civil Service  
**DATE:** September 25, 2020  
**SUBJECT:** Firefighters', Police Officers', and Emergency Medical Services Personnel's Civil Service Commission Appointment and Reappointment

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The purpose of this memorandum is to request approval of appointments to the City of Austin's Fire Fighters', Police Officers' and Emergency Medical Services Personnel's Civil Service Commission.

The Commission ensures general compliance with applicable provisions of Chapter 143 of the Texas Local Government Code (LGC), local Rules established by the Commission, and any current agreements between the City of Austin and associations representing firefighters, police officers and emergency medical service (EMS) personnel. The Commission regulates the promotion, suspension and termination of firefighters, police officers and EMS personnel and administers written promotional examinations and assessment centers in accordance with the above-mentioned statutes, rules, and agreements.

Commission Chair Jolsna Thomas' term expires November 1, 2020 and she is seeking reappointment. The proposed reappointment will be Ms. Thomas' second term. Ms. Jolsna Thomas was appointed to the Commission and confirmed by Council on October 19, 2017 to a term ending November 1, 2020. Ms. Thomas has an excellent attendance record and has extensive experience with labor relations, and parliamentary skills. Her resume is attached.

Commission Vice Chair Ronald Morgan informed Civil Service Office (CSO) of his resignation from the Commission on December 20, 2019. The resignation of Commissioner Morgan leaves an unexpired term ending on December 6, 2022.

The Human Resources Department, in partnership with the City Clerk's Office and the Public Information Office, initiated a recruitment process to fill the vacant partial term. A press release along with the vacancy was posted on February 7, 2020. Nine applications were received.

Three candidates were selected for interview, but one declined. Ms. Farah Ahmed, a family law attorney with experience serving as a mediator and an arbitrator was selected as the top candidate for your consideration due to her myriad of applicable strengths. Ms. Ahmed possesses knowledge of statutory compliance and has expertise in hearing practices.

The reappointment and partial term appointment are presented for your approval, and upon your approval, an item will be placed on an agenda for City Council confirmation on October 29, 2020.

cc: Nuria Rivera-Vandermyde, Deputy City Manager

Per Local Government Code (LGC) Sec. 143.006: If a vacancy occurs or if an appointee fails to qualify within 10 days after the date of appointment, the chief executive shall appoint a person to serve for the remainder of the unexpired term in the same manner as the original appointment.

Per LGC 143.006 (c): A person appointed to the commission must:

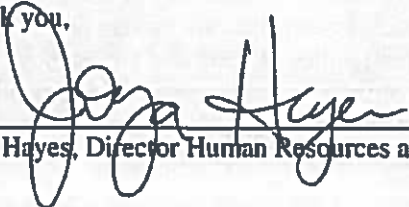
1. be of good moral character;
2. be a United States citizen;
3. be a resident of the municipality who has resided in the municipality for more than 3 years;
4. be over 25 years of age; and
5. not have held a public office within the preceding three years.

Ms. Ahmed meets the requirements set by state statute. Attached is her resume and application for your review.

Per LGC 143.006, the municipality's chief executive may reappoint a commission member to consecutive terms. Ms. Thomas meets the requirements set by state statute. Her resume is attached for your review.

Please do not hesitate to contact me should you have any questions.

Thank you,

 9/25/20  
\_\_\_\_\_  
Joya Hayes, Director Human Resources and Civil Service      Date

I recommend the reappointment of Jolsna Thomas to the City of Austin's Fire Fighters', Police Officers' and Emergency Medical Services Personnel's Civil Service Commission for a second term.

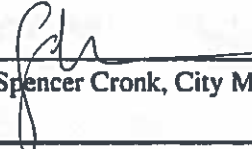
I recommend the reappointment ☒ \_\_\_\_\_

I do not recommend the reappointment ☐ \_\_\_\_\_

I recommend the appointment of Farah Ahmed to the City of Austin's Fire Fighters', Police Officers' and Emergency Medical Services Personnel's Civil Service Commission for a vacant term that ends on December 6, 2022.

I recommend the appointment ☒ \_\_\_\_\_

I do not recommend the appointment ☐ \_\_\_\_\_

 10/2/2020  
\_\_\_\_\_  
Spencer Cronk, City Manager      Date

cc: Nuria Rivera-Vandermyde, Deputy City Manager