



**MINUTES for
Firefighters', Police Officers' and Emergency Medical Personnel's Civil Service Commission
SPECIAL CALLED MEETING
Monday, November 15, 2021**

The Firefighters', Police Officers', and Emergency Medical Services Personnel's Civil Service Commission convened in a Special Called Meeting on Monday, November 15, 2021 at 5202 East Ben White Boulevard, Building 500, Room 249, Austin TX 78741.

Board Members in Attendance:

Commission Chair Jolsna Thomas
Commission Vice Chair Eyna Canales-Zarate

Commission Member Farah Ahmed

Staff in Attendance:

Matthew Chustz, Municipal Civil Service
Administrator
Mecia Griffin, Civil Service Coordinator

Michael Sullivan, Civil Service Coordinator
Ann Skowronski, Assistant City Attorney

CALL TO ORDER

Civil Service Commission Chair Thomas called the Commission Meeting to order at 10:14 a.m.

CITIZEN COMMUNICATION: GENERAL

No members of the public signed up to speak on this item.

1. APPROVAL OF MINUTES

- a. Approve the minutes from the Firefighters', Police Officers', and Emergency Medical Services Personnel's Civil Service Commission Regular Meeting of November 1, 2021.

The minutes from the Regular Meeting of November 1, 2021, were approved on Commission Vice Chair Canales-Zarate motion, Commission Member Ahmed's second, on a 3-0 vote.

2. NEW BUSINESS

- a. Discussion and possible action regarding the request of an Austin Fire Department candidate to the Commission to appoint three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. (Zachary Pitre)

- b. Discussion and possible action regarding the request of an Austin Fire Department candidate to the Commission to appoint three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. (Raechel Liska)

Items 2a and 2b were taken up together to no objection. Commissioner Ahmed made a motion to approve the appointment of three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. Commission Vice Chair Canales-Zarate seconded the motion. The motion was approved on a 3-0 vote.

- c. Discussion and possible action to have Fire Captain Phil Mueller's name stricken from the 2021 Promotional Eligibility List for the rank of Fire Battalion Chief, Pursuant to Civil Service Commission Rule 7.21.

Commission Member Ahmed made a motion to approve this request, Commission Vice Chair Canales-Zarate seconded the motion and the request to have Fire Captain Phil Mueller's name stricken from the 2021 Promotional Eligibility List for the rank of Fire Battalion Chief was approved on a 3-0 vote.

3. STAFF BRIEFINGS

- a. Receive an overview of Parliamentary Procedure Training presented to City of Austin Board and Commissions liaisons by Office of the City Clerk in October 2021.

Ann Skowronski, Attorney for the Civil Service Commission, delivered the training overview to the Commission and no action was taken.

- b. Report from the Civil Service Office regarding exam processes, disciplinary hearings and fit for duty actions.

Michael Sullivan, Civil Service Coordinator, and Mecia Griffin, Civil Service Coordinator, delivered the briefing to the Commission and no action was taken.

- c. Future Meetings Schedule.

The Commissioners reviewed the schedule and no action was taken.

4. FUTURE AGENDA ITEMS

ADJOURNMENT

Commission Vice Chair Canales-Zarate made a motion to adjourn the meeting, Commission Member Ahmed seconded the motion. The motion was approved on a 3-0 vote, and the meeting was adjourned at 10:26 am.