



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
MONDAY, SEPTEMBER 12, 2022**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, September 12, 2022, at the Human Resources Department, Learning & Research Center (LRC) 5202 E. Ben White Blvd., Suite 500, Austin, TX 78741.

**Commissioners in Attendance:**

Andy Mormon, Chair  
Kevin Mullen  
John Umphress  
Kavita Gupta

**Commissioners Absent:**

McKenzie Frazier, Vice Chair

**Staff in Attendance:**

Matthew Chustz, Municipal & Civil Service Manager  
Jennifer Stanko, Municipal Civil Service Coordinator  
Mecia Griffin, Civil Service Coordinator  
Omar Francia, IT Systems Administrator

**CALL TO ORDER**

**Chair Andy Mormon called the Commission meeting to order at 9:32 a.m.**

**PUBLIC COMMUNICATION: GENERAL**

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

**APPROVAL OF MINUTES**

1. Approve the minutes from the Municipal Civil Service Commission regular meeting on July 25, 2022.

**The minutes from the meeting of July 25, 2022, were approved on Commissioner Gupta's motion, Chair Mormon's second on a 4-0 vote.**

**PUBLIC HEARINGS**

2. Conduct a hearing on the appeal filed by Raymond Armstrong regarding their Denial of Promotion from Austin Resource Recovery.  
**A hearing was conducted on the appeal filed by Raymond Armstrong regarding their Denial of Promotion from Austin Resource Recovery.**

3. Deliberate in open session or closed session, pursuant to 551.074 of the Texas Government Code (personnel exception), on the appeal filed by Raymond Armstrong regarding their Denial of Promotion from Austin Resource Recovery.

**Chair Mormon recessed the Municipal Civil Service Commission meeting to go to closed session at 2:05 p.m.**

**The Commission deliberated in closed session on the appeal filed by Raymond Armstrong regarding their Denial of Promotion from Austin Resource Recovery.**

**Closed session ended, and Chair Mormon called the Municipal Civil Service Commission meeting back to order at 2:25 p.m.**

4. Possible action and decision on the appeal filed by Raymond Armstrong regarding their Denial of Promotion from Austin Resource Recovery.

**The motion to deny Raymond Armstrong's appeal and uphold the decision made by the City of Austin in the Denial of Promotion of Raymond Armstrong was approved on Commission Umphress' motion, Commissioner Mullen's second, on a vote of 4-0.**

**DISCUSSION AND ACTION ITEMS**

5. Discussion and possible action regarding a recommendation to the Municipal Civil Service Director regarding the interview process.

**Discussion was held regarding the Municipal Civil Service Rules.**

6. Discussion and possible action regarding the approval of the 2023 Municipal Civil Service regular meeting schedule.

**Discussion was held on the regular meeting schedule. The following 2023 meeting dates were approved on Commissioner Umphress' motion, Commissioner Mullen's second, on a 4-0 vote.**

**The Commission approved the 2023 meeting schedule:**

**Monday, January 23, 2023  
Monday, February 13, 2023  
Monday, February 27, 2023  
Monday, March 27, 2023  
Monday, April 10, 2023  
Monday, April 24, 2023  
Monday, May 8, 2023  
Monday, May 22, 2023  
Monday, June 12, 2023  
Monday, June 26, 2023  
Monday, July 10, 2023**

**Monday, July 24, 2023  
Monday, August 14, 2023  
Monday, August 28, 2023  
Monday, September 11, 2023  
Monday, September 25, 2023  
Monday, October 9, 2023  
Monday, October 23, 2023  
Monday, November 13, 2023  
Monday, December 4, 2023\*  
Monday, December 18, 2023\***

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7. Discussion and possible action on future meeting dates, times, and locations.  
**The motion to change the meeting time to 9:30 a.m. to 9:00 am for all future Municipal Civil Service Commission meetings was approved on Commissioner Gupta's motion, Commissioner Umphress' second on a vote of 4-0.**

**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**Chair Mormon adjourned the meeting at 3:00 p.m. without objection.**

DRAFT