

**MUNICIPAL CIVIL SERVICE COMMISSION  
MEETING MINUTES**

**Monday, April 10, 2023**



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
MONDAY, APRIL 10, 2023**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, April 10, 2023, at the Human Resources Department, Learning & Research Center (LRC) 5202 E. Ben White Blvd., Suite 500, Austin, TX 78741.

**Commissioners in Attendance:**

McKenzie Frazier, Vice Chair  
Kevin Mullen  
John Umphress

**Commissioners Absent:**

Andy Mormon, Chair  
Kavita Gupta

**Staff in Attendance:**

Matthew Chustz, Municipal & Civil Service Manager  
Jennifer Stanko, Municipal Civil Service Coordinator  
April Roberts, Municipal Civil Service Coordinator  
Cyndi Gordon, Civil Service Coordinator  
Sarah Williams, Civil Service Coordinator  
Oscar Gonzales, IT Systems Administrator

**CALL TO ORDER**

**Vice Chair McKenzie Frazier called the Commission meeting to order at 9:07 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 February 13, 2023.

**The minutes from the meeting of February 13, 2023, were approved on Commissioner Mullen's motion, Chair Umphress' second on a 3-0 vote.**

**PUBLIC HEARINGS**

2. Conduct a hearing on the appeal filed by Shelley Buchman regarding their Disciplinary Probation from the Aviation Department.  
**A hearing was conducted on the appeal filed by Shelley Buchman regarding their Disciplinary Probation from the Aviation department.**
  
3. Deliberate in open session or closed session, pursuant to 551.074 of the Texas Government Code (personnel exception), on the appeal filed by Shelley Buchman regarding their Disciplinary Probation from the Aviation Department.  
**Vice Chair Frazier recessed the Municipal Civil Service Commission meeting to go to closed session at 4:35 p.m.**  
**The Commission deliberated in closed session on the appeal filed by Shelley Buchman regarding their Disciplinary Probation from the Aviation Department.**  
**Closed session ended, and Vice Chair Frazier called the Municipal Civil Service Commission meeting back to order at 5:24 p.m.**
  
4. Possible action and decision on the appeal filed by Shelley Buchman regarding their Disciplinary Probation from the Aviation Department.  
**The motion to grant Shelley Buchman's appeal and rescind the decision made by the City of Austin in the Disciplinary Probation of Shelley Buchman was approved on Commission Umphress' motion, Commissioner Mullen's second, on a vote of 2-1. Those members voting aye were: Commissioners Umphress and Mullen. Those voting nay were: Vice Chair Frazier.**

**DISCUSSION AND ACTION ITEMS**

5. Discussion regarding Municipal Civil Service Commissioner appointment process.  
**Discussion was held.**
  
6. Discussion and possible action on future meeting dates, times, and locations.  
**Discussion was held.**

**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**Vice Chair Frazier adjourned the meeting at 5:42 p.m. without objection.**

**The original minutes were approved at the May 8, 2023, meeting on Commissioner Mullen's motion, Commissioner Umphress' second on a 3-0 vote.**

**These amended minutes were approved at the June 12, 2023, meeting on Commissioner Gupta's motion, Commissioner Umphress' second on a 3-0 vote.**