

**MUNICIPAL CIVIL SERVICE COMMISSION
MEETING MINUTES**

Monday, August 28, 2023



**MUNICIPAL CIVIL SERVICE COMMISSION
MINUTES**

**REGULAR MEETING
MONDAY, AUGUST 28, 2023**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, August 28, 2023, 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
John Umphress

Commissioners in Attendance Remotely:

McKenzie Frazier

Commissioners Absent:

Kevin Mullen, Vice Chair
Kavita Gupta

Staff in Attendance:

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

CALL TO ORDER

Chair Andy Mormon called the Commission meeting to order at 9:02 a.m.

PUBLIC COMMUNICATION: GENERAL

None

APPROVAL OF MINUTES

1. Approve the minutes from the Municipal Civil Service Commission regular meeting on June 12, 2023.

The minutes from the meeting of June 12, 2023, were approved on Commissioner Umphress' motion, Commissioner Frazier's second on a 3-0 vote.

PUBLIC HEARINGS

2. Conduct a hearing on the appeal filed by Steven Robles regarding their Denial of Promotion from the Transportation and Public Works Department.
The hearing was conducted on the appeal filed by Steven Robles regarding their Denial of Promotion from Transportation and Public Works 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 Steven Robles regarding their Denial of Promotion from the Transportation and Public Works Department.
Chair Mormon recessed the Municipal Civil Service Commission meeting to go to closed session at 1:15 p.m.

The Commission deliberated in closed session on the appeal filed by Steven Robles regarding their Denial of Promotion from the Transportation and Public Works Department.

Closed session ended, and Chair Mormon called the Municipal Civil Service Commission meeting back to order at 1:37 p.m.

4. Possible action and decision on the appeal filed by Steven Robles regarding their Denial of Promotion from the Transportation and Public Works Department.
The motion to deny Steven Robles' appeal and uphold the decision made by the City of Austin in the Denial of Promotion of Steven Robles was approved on Commissioner Umphress' motion, Commissioner Frazier's second on a 3-0 vote.

DISCUSSION AND ACTION ITEMS

5. Discussion and possible action regarding the Municipal Civil Service Commission providing guidance regarding preferred information for hearings to be provided to parties by the Municipal Civil Service Office.
Discussion was held.
6. Discussion and possible action regarding the 2022 Annual Review of the Municipal Civil Service Commission.
Discussion was held on the 2022 Annual Internal Review of the Municipal Civil Service Commission. The Annual Internal Review was approved on Commissioner Umphress' motion, Commissioner Frazier's second on a 3-0 vote.
7. Discussion and possible action regarding the approval of the 2024 Municipal Civil Service Commission regular meeting schedule.
Discussion was held on the regular meeting schedule. The 2024 Municipal Civil Service Commission meeting dates were approved on Commissioner Umphress' motion, Commissioner Frazier's second on a 3-0 vote.

The Commission approved the 2024 meeting schedule:

January 8, 2024	July 8, 2024
January 22, 2024	July 22, 2024
February 12, 2024	August 12, 2024
February 26, 2024	August 26, 2024
March 11, 2024	September 9, 2024
March 25, 2024	September 23, 2024
April 8, 2024	October 14, 2024
April 22, 2024	October 28, 2024
May 13, 2024	November 18, 2024
June 10, 2024	December 9, 2024
June 24, 2024	

8. Discussion and possible action on future meeting dates, times and locations
Carol Guthrie addressed the commission to ask the Commission to consider combining the appeal hearings for Fred Cleveland and Alfred Leday.

Discussion was held and the Commission agreed to hear the appeals of Fred Cleveland and Alfred Leday on the same day at the same time if the parties could reach an agreement on hearing procedures.

FUTURE AGENDA ITEMS

Chair Mormon requested a future agenda item for discussion and possible action regarding the Municipal Civil Service Commission providing guidance regarding preferred information for hearings to be provided to parties by the Municipal Civil Service Office.

ADJOURNMENT

Chair Mormon adjourned the meeting at 2:02 p.m. without objection.

The minutes were approved at the September 25, 2023 meeting on Commissioner Umphress' motion, Commissioner Mullen second on a 3-0 vote.