

**MUNICIPAL CIVIL SERVICE COMMISSION  
MEETING MINUTES**

**Monday, September 9, 2024**



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
MONDAY, SEPTEMBER 9, 2024**

The Municipal Civil Service Commission convened in a regularly scheduled meeting on Monday, September 9, 2024, at the Human Resources Department, Learning & Research Center (LRC) 5202 E. Ben White Blvd., Suite 500, Austin, TX 78741.

**Commissioners in Attendance:**

Kevin Mullen, Chair  
Kavita Gupta, Vice Chair  
Melissa Rogers  
John Umphress

**Commissioners Absent:**

Vacant

**Staff in Attendance:**

Susan Sinz, Municipal Civil Service Director, HRD  
Nathan Brown, Assistant Director, HRD  
Matthew Chustz, Municipal & Civil Service Manager, HRD  
Abby Varela, Municipal Civil Service Coordinator, HRD  
Sylvester Martin, Jr., Municipal Civil Service Coordinator, HRD  
Cyndi Gordon, Civil Service Coordinator, HRD  
Rogue Huitron, Civil Service Coordinator, HRD  
Meca Thompson, Civil Service Coordinator, HRD  
Omar Francia, IT Systems Administrator, HRD

**CALL TO ORDER**

**Chair Kevin Mullen called the Commission meeting to order at 9:11 AM.**

**PUBLIC COMMUNICATION: GENERAL**

**APPROVAL OF MINUTES**

1. Approve the minutes from the Municipal Civil Service Commission regular meeting on August 26, 2024.

**The minutes from the meeting of August 26, 2024, were approved on Commissioner Umphress' motion, Commissioner Rogers' second on a 4-0 vote.**

**PUBLIC HEARINGS**

2. Conduct a hearing in open session or closed session, pursuant to 551.074 of the Texas Government Code (personnel exception), on the appeal filed by Jonathan Kringen regarding their Discharge from the Austin Police Department.

**A hearing was conducted on the appeal filed by Jonathan Kringen regarding their Discharge from the Austin Police Department.**

**The Commission considered a request from Brad Heilman, representative of Jonathan Kringen, to have their appeal heard in closed session pursuant to 551.074 of the Texas Local Government Code (personnel exception). The motion to conduct the hearing in closed session, pursuant to 551.074 of the Texas Local Government Code (personnel exception), was approved on Chair Mullen's motion, Commissioner Rogers' second on a 4-0 vote.**

**Chair Mullen recessed the Municipal Civil Service Commission meeting to go to closed session at 9:30 AM.**

**The hearing was conducted in closed session on the appeal filed by Jonathan Kringen regarding their Discharge from the Austin Police Department.**

**Chair Mullen reconvened the Municipal Civil Service Commission meeting at 5:45 PM.**

3. Deliberate in open session or closed session, pursuant to 551.074 of the Texas Government Code (personnel exception), on the appeal filed by Jonathan Kringen regarding their Discharge from the Austin Police Department.

**Chair Mullen recessed the Municipal Civil Service Commission meeting to go into closed session at 5:47 PM.**

**The Commission deliberated in closed session on the appeal filed by Jonathan Kringen regarding their Discharge from the Austin Police Department.**

**Closed session ended, and Chair Mullen called the Municipal Civil Service Commission meeting back to order at 6:28 PM.**

**DISCUSSION AND ACTION ITEMS**

4. Action and approval on the appeal filed by Jonathan Kringen regarding their Discharge from the Austin Police Department.

**The motion to deny Jonathan Kringen's appeal and uphold the decision made by the City of Austin in the Discharge of Jonathan Kringen was approved on Commission Gupta's motion, Chair Mullen's second on a vote of 4-0.**

5. Discussion and approval of the 2025 Municipal Civil Service Commission regular meeting schedule.

**The motion to approve the 2025 Municipal Civil Service Commission regular meeting schedule was approved on Chair Mullen’s motion, Commissioner Umphress’ second, on a vote of 4-0.**

**The Commission approved the following 2025 regular meeting schedule:**

<b>January 13, 2025</b>	<b>July 14, 2025</b>
<b>January 27, 2025</b>	<b>July 28, 2025</b>
<b>February 10, 2025</b>	<b>August 11, 2025</b>
<b>February 24, 2025</b>	<b>August 25, 2025</b>
<b>March 10, 2025</b>	<b>September 8, 2025</b>
<b>March 24, 2025</b>	<b>September 22, 2025</b>
<b>April 14, 2025</b>	<b>October 13, 2025</b>
<b>April 28, 2025</b>	<b>October 27, 2025</b>
<b>May 12, 2025</b>	<b>November 17, 2025</b>
<b>June 9, 2025</b>	<b>December 8, 2025</b>
<b>June 23, 2025</b>	

6. Discussion and possible action on future meeting dates, times, and locations.

**The motion to cancel the September 23, 2024, regular meeting of the Municipal Civil Service Commission was approved on Chair Mullen’s motion, Commissioner Umphress’ second on a vote of 4-0.**

**FUTURE AGENDA ITEMS**

**Chair Mullen and Vice Chair Gupta requested a future agenda item to discuss best practices for hearings with Representatives.**

**Chair Mullen requested a future agenda item to discuss future meeting dates, times, and locations.**

**ADJOURNMENT**

**Chair Mullen adjourned the meeting at 6:51 PM without objection.**