



**MUNICIPAL CIVIL SERVICE COMMISSION  
MINUTES**

**REGULAR MEETING  
TUESDAY, DECEMBER 17, 2013**

The Municipal Civil Service Commission convened in a regular meeting on Tuesday, December 17, 2013 at City Hall – Boards and Commissions Room, 301 W. Second Street, in Austin, Texas.

**Chair Kovach called the Commission meeting to order at 4:06 p.m.**

**Commissioners in Attendance:**

Kimberlee Kovach, Chair  
Teresa Perez-Wiseley, Vice-Chair  
Pamela Lancaster  
Lynn Rubinett  
Kevin Russell

**Staff in Attendance:**

Mark Washington, HR Director  
Karen Sharp, HR Assistant Director  
Barry Cook, Civil Service Administrator  
Pamela Wade, Municipal Civil Service Coordinator  
Alondra Johnson, Municipal Civil Service Coordinator  
Michael Cronig, Attorney  
Beverly West, Attorney

**1. CITIZEN COMMUNICATION**

- a. None

**2. APPROVAL OF MINUTES**

- a. The minutes of the November 19, 2013 Municipal Civil Service Commission regular meeting and the December 3, 2013 Municipal Civil Service Commission special called meeting were approved on Commissioner Russell's motion, Commissioner Perez-Wiseley's second on a 5-0 vote.

**3. OLD BUSINESS**

- a. None

**4. NEW BUSINESS**

- a. Discussion and possible action regarding Municipal Civil Service meeting schedule for 2014.
  - i. A special meeting of the Municipal Civil Service Commission was called for January 7, 2014 at 5:00 p.m. on Commissioner Russell's motion, Commissioner Perez-Wiseley's second on a 5-0 vote.

**5. STAFF BRIEFINGS**

- a. Presentation and discussion regarding the recommended Municipal Civil Service Rules.
  - i. **Presentations were made by:**  
Mark Washington, HR Director  
Karen Sharp, HR Assistant Director  
Jeff Burton, Employee Relations Manager  
Beverly West, Law Department
- b. Presentation and discussion regarding the Municipal Civil Service Rules by the American Federation of State, County, and Municipal Employees (AFSCME).
  - i. **Presentations were made by representatives from AFSCME.**

**5. FUTURE AGENDA ITEMS/NEXT MEETING**

- a. Include on the next agenda an item to continue presentation and discussion regarding the recommended Municipal Civil Service Rules.
- b. Include on the next agenda an item to continue the presentation and discussion regarding the Municipal Civil Service Rules by the American Federation of State, County, and Municipal Employees (AFSCME).
- c. Include on the next agenda an item for discussion and possible action regarding Municipal Civil Service Commission meeting schedule for 2014.

**6. ADJOURN**

**Chair Kovach adjourned the meeting at 7:10 p.m. on Commissioner Perez-Wiseley's motion, Commissioner Lancaster's second on a 5-0 vote.**

