



**MINUTES for  
Firefighters', Police Officers' and Emergency Medical Personnel's Civil Service Commission  
SPECIAL CALLED MEETING  
Thursday, January 6, 2022**

The Firefighters', Police Officers', and Emergency Medical Services Personnel's Civil Service Commission convened in a Special Called Meeting on Thursday, January 6, 2022 at 5202 East Ben White Boulevard, Building 500, Room 249, Austin TX 78741.

**Board Members in Attendance:**

Commission Chair Jolsna Thomas  
Commission Vice Chair Eyna Canales-Zarate

Commission Member Farah Ahmed

**Staff in Attendance:**

Matthew Chustz, Municipal Civil Service Administrator  
Mecia Griffin, Civil Service Coordinator  
Michael Sullivan, Civil Service Coordinator  
Ann Skowronski, Assistant City Attorney

**CALL TO ORDER**

**Civil Service Commission Chair Thomas called the Commission Meeting to order at 10:11 a.m.**

**CITIZEN COMMUNICATION: GENERAL**

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

**1. APPROVAL OF MINUTES**

- a. Approve the minutes from the Firefighters', Police Officers', and Emergency Medical Services Personnel's Civil Service Commission Special Called Meeting of December 16, 2021.

**The minutes from the Special Called Meeting of December 16, 2021 were approved on Commission Member Ahmed's motion, Commission Vice Chair Canales-Zarate's second, on a 3-0 vote.**

**2. NEW BUSINESS**

- a. Discussion and possible action regarding the request of an Austin Fire Department candidate to the Commission to appoint three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. (Daniel Lewis)
- b. Discussion and possible action regarding the request of an Austin Fire Department candidate to the Commission to appoint three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. (Kyle Kelly)
- c. Discussion and possible action regarding the request of an Austin Fire Department candidate to the Commission to appoint three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. (Bailey Saul)

**Items 2a, 2b, and 2c were taken up together to no objection. Commission Member Ahmed made a motion to approve the appointment of three-member boards per Chapter 143.022(c) LGC for another mental or physical examination. Commission Vice Chair Canales-Zarate seconded the motion. The motion was approved on a 3-0 vote.**

### **3. STAFF BRIEFINGS**

- a. Report from the Civil Service Office regarding exam processes, disciplinary hearings and fit for duty actions.

**Michael Sullivan, Civil Service Coordinator, and Mecia Griffin, Civil Service Coordinator, delivered the briefing to the Commission and no action was taken.**

- b. Future Meetings Schedule.

**The Commissioners reviewed the schedule. Commission Chair Thomas made a recommendation that the Civil Service Office communicate with employee associations and departments to obtain feedback regarding the ideal time of day for the Commission to meet, so that they may discuss this at a future meeting.**

### **4. FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

**Commission Vice Chair Canales-Zarate made a motion to adjourn the meeting, Commission Member Ahmed seconded the motion. The motion was approved on a 3-0 vote, and the meeting was adjourned at 10:29 am.**