

ITEM 1

## MINUTES

FOR A REGULAR MEETING OF THE CIVIL SERVICE COMMISSION TO BE HELD AT  
6:00 P.M., THURSDAY EVENING, AUGUST 13, 2015, CITY COUNCIL CHAMBERS  
300 NORTH CAMPBELL – 1ST FLOOR

All matters listed under the Consent Agenda below will be considered by the Commission to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Commission or persons in the audience request specific items be removed from the Consent agenda to the Regular Agenda for discussion prior to the time the Commission votes on the motion to adopt the Consent Agenda.

Members Present:      Hernandez, Edward – Chair  
                                 Dominguez, Ricardo  
                                 Palmer, Joyce  
                                 Viescas, Cora  
                                 Ware-Asbury, Theresa

Members Absent:      Bowling IV, Robert  
                                 Williams, Antonio

Meeting convened at 6:14 p.m. with four Commissioners present and Chair Hernandez presiding.

### CONSENT AGENDA

1.      Approval of Minutes:

                                 July 9, 2015 Civil Service Commission Meeting

**MOTION MADE BY COMMISSIONER WARE-ASBURY AND SECONDED BY COMMISSIONER VIESCAS TO APPROVE CONSENT AGENDA; MOTION PASSED UNANIMOUSLY.**

### REGULAR AGENDA

2.      Discussion and Action on Approval of final draft of Subpoena Policy for Civil Service Commission.

Discussion by Chair Hernandez.

**MOTION MADE BY COMMISSIONER PALMER AND SECONDED BY COMMISSIONER WARE-ASBURY TO APPROVE SUBPOENA POLICY; MOTION PASSED UNANIMOUSLY.**

3.      Discussion and Action on Renewal of Employment Contracts for Hearing Officers:

- A. William Ellis
- B. Patricia Palafox
- C. Robert Blumenfeld

Discussion by Chair Hernandez, Commissioners Ware-Asbury, Palmer, Dominguez, CSC/Assistant City Attorney Elizabeth Ruhmann, and HR Director/CSC Secretary Linda Ball Thomas, focusing on the elements and details that the Commission would like the Hearing Officers to include in their Recommendations. The Commission directed HR Director/CSC Secretary Linda Ball Thomas to relay the requirements to the Hearing Officers upon renewal of their contracts.

**MOTION MADE BY COMMISSIONER DOMINGUEZ AND SECONDED BY COMMISSIONER VIESCAS TO APPROVE RENEWAL OF ALL THREE HEARING OFFICER CONTRACTS; MOTION PASSED UNANIMOUSLY.**

4. Discussion and Action on Appeal of Disqualification to take Examination and/or Removal of Name from Eligible List in accordance with C.S.C. Rule 5.1.(a) and City's Application Policy:

A. Daniel Carrasco – Associate Accountant

Discussion by Appellant Daniel Carrasco, Chair Hernandez, Commissioners Ware-Asbury, Palmer, Dominguez, Viescas, HR Director/CSC Secretary Linda Ball Thomas, and HR Manager Nuria Valdez.

**MOTION MADE BY COMMISSIONER VIESCAS AND SECONDED BY COMMISSIONER WARE-ASBURY TO APPROVE APPEAL WITH THE FOLLOWING EXCEPTION: CERTIFICATION SUBJECT TO GRADUATING WITH QUALIFYING DEGREE; MOTION PASSED UNANIMOUSLY.**

B. Steven J. Martinez – Veterinary Technician

Discussion by Appellant Steven Martinez, Chair Hernandez, Commissioners Ware-Asbury, Dominguez, Viescas, Palmer, HR Director/CSC Secretary Linda Ball Thomas, HR Manager Nuria Valdez, and Animal Shelter Veterinarian Dr. Marilyn Christensen.

**1<sup>ST</sup> MOTION MADE BY COMMISSIONER DOMINGUEZ TO TABLE APPEAL; MOTION WITHDRAWN BY COMMISSIONER DOMINGUEZ.**

**2<sup>ND</sup> MOTION MADE BY COMMISSIONER DOMINGUEZ AND SECONDED BY COMMISSIONER WARE-ASBURY TO DENY APPEAL; MOTION TIED, CHAIR HERNANDEZ BREAKS TIE BY VOTING NAY.**

AYES: WARE-ASBURY, DOMINGUEZ  
NAYES: PALMER, VIESCAS, HERNANDEZ

**3<sup>RD</sup> MOTION MADE BY COMMISSIONER PALMER AND SECONDED BY COMMISSIONER VIESCAS TO TABLE APPEAL UNTIL NEXT CIVIL SERVICE COMMISSION MEETING; MOTION PASSED BY A VOTE OF 3 TO 1.**

AYES: WARE-ASBURY, PALMER, VIESCAS  
NAYES: DOMINGUEZ

**EXECUTIVE SESSION**

The Civil Service Commission may retire into Executive Session pursuant to Civil Service Commission Rule 1, Section 11(a) and the Texas Government Code, Section 551, Subchapter D to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Commission may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.). The Commission will return to open session to take any final action.

Section 551.071 CONSULTATION WITH ATTORNEY  
Section 551.074 PERSONNEL MATTERS

MOTION MADE BY COMMISSIONER WARE-ASBURY AND SECONDED BY COMMISSIONER DOMINGUEZ TO ADJOURN; MOTION PASSED UNANIMOUSLY.

MEETING ADJOURNED AT 7:17 P.M.

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Edward Hernandez, Chair

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Linda Ball Thomas, C.S.C. Secretary

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Date Approved