MINUTES

FOR A REGULAR MEETING OF THE CIVIL SERVICE COMMISSION TO BE HELD AT 6:00 P.M., THURSDAY EVENING, JANUARY 14, 2016, 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
Bowling IV, Robert
Dominguez, Ricardo
Palmer, Joyce
Viescas, Cora
Ware-Asbury, Theresa
Williams, Antonio

Members Absent: None

Early Departure: Dominguez, Ricardo (7:20 p.m.)

Meeting convened at 6:05 p.m. with six Commissioners present and Chair Hernandez presiding.

Chair Hernandez asked CSC Secretary Linda Ball Thomas if there were any changes to agenda.

CSC Secretary Linda Ball Thomas states that there are no changes.

Chair recognizes Commissioner Dominguez's request to leave at 7:20 p.m.

CONSENT AGENDA

1. Approval of Minutes:

October 8, 2015 Civil Service Commission Meeting

MOTION MADE BY COMMISSIONER DOMINGUEZ AND SECONDED BY COMMISSIONER PALMER TO APPROVE MINUTES; MOTION PASSED UNANIMOUSLY.

2. Notation: Assignment of Hearing Officer to the Following Appeal

Justino Herrera, Jr. – EPWU – Termination – Patricia Palafox

MOTION MADE BY COMMISSIONER DOMINGUEZ AND SECONDED BY COMMISSIONER BOWLING FOR NOTATION OF HEARING OFFICER ASSIGNED TO ABOVE TERMINATION APPEAL; MOTION PASSED UNANIMOUSLY.

Discussion by Commissioner Ware-Asbury relating to issues with conduct by unnamed fellow commissioners at previous meeting, as perceived by Commissioner Ware-Asbury; Chair Hernandez informed the Commission and CSC Secretary of his resignation to the Civil Service Commission effective at the conclusion of the January 14, 2016 meeting. Discussion continued with comments by Chair Hernandez, and Commissioners Dominguez and Williams.

REGULAR AGENDA

3. Discussion and Action on Group Grievance of ATU Local 1256 Submitted by George Avila for Sun Metro.

Discussion by Appellant ATU Local'sRepresentatives – Attorney Hal Gillespie,Secretary Treasurer George Avila, International Representative Yvette Trujillo, and President Victor Garcia.

MOTION MADE BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER PALMER TO TABLE THE ITEM TO ALLOW APPELLANTS TIME TO PREPARE A WRITTEN BRIEF OF THEIR ISSUES FOR THE COMMISSION, WITH A WRITTEN RESPONSE TO BE PROVIDED BY THE CITY, PRIOR TO THE ITEM BEING HEARD BY THE COMMISSION AGAIN. COUNSEL FOR THE APPELLANTS WILL COORDINATE WITH THE CITY ATTORNEY'S OFFICE FOR PLACEMENT ON A SUBSEQUENT CSC MEETING AGENDA; MOTION PASSED UNANIMOUSLY.

4. Discussion and Action on Group Grievance Submitted by AFSCME Local 59 by David Guzman

Discussion by AFSCME Local 59 Representative David Guzman requesting that item be postponed and heard at the same meeting that ATU Local 1256's Group Grievance will be heard. Commissioners Ware-Asbury, Williams, Dominguez, and Chair Hernandez agreed with request.

MOTION MADE BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER BOWLING TO TABLE THE ITEM TO ALLOW APPELLANTS TIME TO PREPARE A WRITTEN BRIEF OF THEIR ISSUES FOR THE COMMISSION, WITH A WRITTEN RESPONSE TO BE PROVIDED BY THE CITY, PRIOR TO THE ITEM BEING HEARD BY THE COMMISSION AGAIN. MOTION PASSED UNANIMOUSLY.

Commissioner Dominguez departs meeting at 7:20 p.m.

5. Discussion and Action on Item Denied or Delayed Submission to the Civil Service Commission by the Human Resources Director:

Rafael Gardon – Parks and Recreation Department

Discussion by Appellant Rafael Gardon, HR Director Linda Ball Thomas, Commissioners Ware-Asbury, Williams, Viescas and CSC Assistant City Attorney Elizabeth Ruhmann.

MOTION MADE BY COMMISSIONER VIESCAS AND SECONDED BY COMMISSIONER BOWLING TO DENY ALL FOUR ITEMS ON GRIEVANCE APPEAL; MOTION PASSED UNANIMOUSLY.

6. 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. Alejandra Dominguez – Recreation Program Supervisor (ITEM RE-POSTED DUE TO ERROR IN NOTICE TO APPELLANT FROM OCTOBER 8, 2015 MEETING)

Discussion by Appellant Alejandra Dominguez, Chair Hernandez, HR Director Linda Ball, Thomas, Commissioners Bowling, Ware-Asbury, Williams, and Parks & Recreation Department Director Tracy Novak.

MOTION MADE BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER BOWLING TO APPROVE APPEAL; MOTION PASSED BY A VOTE OF 4 TO 1.

AYES: PALMER, BOWLING, WILLIAMS, VIESCAS
NAYES: WARE-ASBURY

B. Tracy Flores – Recreation Program Supervisor

Discussion by Appellant Tracy Flores, Commissioners Williams, Bowling, Ware-Asbury, Chair Hernandez, Park & Recreation Director Tracy Novak, and HR Departmental Manager Ada Hatten.

MOTION MADE BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER BOWLING TO APPROVE APPEAL; MOTION PASSED BY A VOTE OF 4 TO 1.

AYES: PALMER, BOWLING, WILLIAMS, VIESCAS
NAYES: WARE-ASBURY

C. Erica A. Solis – Administrative Assistant

Discussion by Appellant Erica Solis, Commissioners Ware-Asbury, Williams, Viescas, Bowling and HR Director Linda Ball Thomas.

MOTION MADE BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER VIESCAS TO APPROVE APPEAL; MOTION PASSED UNANIMOUSLY.

D. Adriana Garcia – Senior Deputy Court Clerk

Discussion by Appellant Adriana Garcia, Commissioners Bowling, Williams, Ware-Asbury, Viescas, Chair Hernandez, and Municipal Clerk Richarda Momsen.

MOTION MADE BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER VIESCAS TO APPROVE APPEAL; MOTION FAILS 4 TO 1 APPEAL IS DENIED

AYES: WILLIAMS
NAYES: WARE-ASBURY, PALMER, BOWLING, VIESCAS

E. Megan Sandoval – Senior Deputy Court Clerk

Discussion by Appellant Megan Sandoval, Municipal Clerk Richarda Momsen, Commissioners Bowling, Ware-Asbury, Williams, and Chair Hernandez.

MOTION MADE BY COMMISSIONER BOWLING AND SECONDED BY COMMISSIONER PALMER TO DENY APPEAL; MOTION PASSED BY A VOTE OF 4 TO 1.

AYES: WARE-ASBURY, PALMER, BOWLING, VIESCAS
NAYES: WILLIAMS

7. Presentation by the Civil Service Commission of its position on the following Human Resources Policies, as recently Amended; (POSTPONED FROM OCTOBER 8, 2015 MEETING)

   A. Applications and Appeals Policy
   B. Certification and Hiring Policy
   C. Classification Policy
   D. Promotional Process Policy
   E. Provisional and Temporary Appointment Policy

Discussion by Chair Hernandez, Commissioner Ware-Asbury, and CSC Assistant City Attorney Elizabeth Ruhmann.

MOTION MADE BY COMMISSIONER BOWLING AND SECONDED BY COMMISSIONER WILLIAMS TO TABLE ITEM; COMMISSION TO NOTIFY CSC SECRETARY WHEN READY TO BRING ITEM FORWARD; MOTION PASSED UNANIMOULSY.

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 WILLIAMS AND SECONDED BY COMMISSIONER VIESCAS TO ADJOURN; MOTION PASSED UNANIMOUSLY.

MEETING ADJOURNED AT 9:09 P.M.

R.B. ~~Edward Hernandez,~~ Chair
R. L. Bowling III

Linda Ball Thomas, C.S.C. Secretary

April 14, 2016
Date Approved