

MINUTES

FOR A REGULAR MEETING OF THE CIVIL SERVICE COMMISSION TO BE HELD AT 6:00 P.M., THURSDAY EVENING, DECEMBER 8, 2011, CITY COUNCIL CHAMBERS #2 CIVIC CENTER PLAZA – 2ND 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: Gezelius, Kenneth – Chair
 Bautista, Jesus H.
 Hernandez, Edward
 Karlsruher, Eileen
 Mendez-Acosta, Belinda
 Pleters, Michael
 Ramirez, Terry
 Viescas, Cora

MEMBERS ABSENT: Turner, Marcia

The meeting convened at 6:00 p.m. with seven Commissioners present and Chair Gezelius presiding. Chair Gezelius introduces newest Commissioner Edward Hernandez. Chair Gezelius asked CSC Secretary Linda Thomas if there were any changes to agenda. Ms. Thomas stated there were no changes. Chair Gezelius asked if there were any questions or would like to move any items from 2 or 3 to main agenda. Chair Gezelius comments on Item 3 if any changes on compensation. HR Director Ms. Thomas comments that there are no changes in compensation.

CONSENT AGENDA

1. Discussion and Action on Approval of Minutes:

November 10, 2011

2. Discussion and Action on Recommendation of Classification Actions to City Council:

| | <u>Title</u> | <u>Code</u> | <u>Grade</u> |
|-----------|--------------------------------------|-------------|--------------|
| Proposed: | Fleet Maintenance Trainer Supervisor | 11715 | GS 57 |

- 2.1 Discussion and Action on Approval of Classification Actions to City Council:
Revised Job Qualifications

| | <u>Title</u> | <u>Code</u> | <u>Grade</u> |
|----|-----------------------------------|-------------|--------------|
| A. | <u>Current:</u> Police Lieutenant | 75620 | P5 |
| | <u>Proposed:</u> Same | Same | P5 |

B. Current: Police Sergeant 75610 P4
Proposed: Same Same P4

3. Discussion and Action of Placement of Incumbent into Reclassified Position:

| | <u>Title</u> | <u>Code</u> | <u>Grade</u> |
|------------------|-------------------------------|-------------|--------------|
| <u>Current:</u> | Accounting Payroll Clerk | 12260 | GS 46 |
| <u>Proposed:</u> | Accounting Payroll Specialist | 12250 | GS 50 |

A. Cejudo, Carol

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|------------------|--------------------------|-------|--------|
| <u>Current:</u> | Certifying Authority | 22060 | PM 123 |
| <u>Proposed:</u> | Public Health Specialist | 22290 | PM 123 |

B. Campuzano, Elizabeth; Castro, Marta; Cortez, Laura; Hernandez, Oscar; Hightower, Patricia; Madrid, Sylvia; Parga, Maria; Silva, Veronica; Souza, Maria Estela; Villarreal, George

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|------------------|-----------------------------|-------|--------|
| <u>Current:</u> | Health Education Specialist | 22250 | PM 123 |
| <u>Proposed:</u> | Public Health Specialist | 22290 | PM 123 |

C. Garcia, Erica; Garnica, Adriana; Klemchak, Erick; Marquez, Armida; Novo, Socorro; Nunez, Christina; Raygoza, Lilia; Rivas, Patricia; Rodriguez, Rebecca; Rueda, Monica; Valdez, Selene

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|------------------|---------------------------|-------|--------|
| <u>Current:</u> | Project Compliance Spec | 10350 | PM 121 |
| <u>Proposed:</u> | Environmental Review Spec | 10355 | PM 121 |

D. Arellano, Fernando

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|------------------|------------------------------------|-------|------|
| <u>Current:</u> | Risk Manager | 12030 | EX 4 |
| <u>Proposed:</u> | Deputy Director of Human Resources | 12250 | EX 3 |

E. Morales, Irene

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|------------------|------------------------------|-------|-------|
| <u>Current:</u> | Solid Waste Route Supervisor | 17820 | GS 44 |
| <u>Proposed:</u> | Truck Driver | 18440 | GS 44 |

F. Escobedo, Oscar; Escobedo, Lorenzo; Rodriguez, Juan; Rosales, Manuel

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|------------------|----------------------------|-------|-------|
| <u>Current:</u> | Solid Waste Superintendent | 17730 | GS 56 |
| <u>Proposed:</u> | Operations Supervisor | 17630 | GS 55 |

G. Dominguez, Richard

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|------------------|-------------------------------|-------|-------|
| <u>Current:</u> | Transit Customer Service Rep. | 14320 | GS 44 |
| <u>Proposed:</u> | Customer Relations Clerk | 11370 | GS 45 |

H. Aguilar, Raul; Aguilar, Rosa Maria; Cancino, Jesus; Holguin, Irene; Martin, Eva; Monedero, Debbie; Perez, Ruben; Saenz, Alfred; Vega, Christy; Zapata, Jose

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|------------------|-------------------------|-------|-------|
| <u>Current:</u> | Fleet Maintenance Chief | 18020 | GS 57 |
| <u>Proposed:</u> | Fleet Maintenance Chief | 18020 | GS 58 |

I. Aguilar, Martin; Candelaria, Ricardo; Ramirez Jr., Benito; Torres, Damian T.

MOTION TO APPROVE CONSENT AGENDA MADE BY COMMISSIONER PLETTERS AND SECONDED BY COMMISSIONER KARLSRUHER AND UNANIMOUSLY PASSED.

REGULAR AGENDA

4. Discussion and Action on Grievance Filed By:

Eduardo Velasquez – Sun Metro (TABLED FROM 10/13/11)(TABLED FROM 11/10/11)

Discussion by Appellant Eduardo Velasquez, Chair Gezelius, HR Director Linda Thomas, Commissioner Ramirez, and HR Departmental Mgr. Sun Metro Carlos Ramirez.

MOTION TO DELETE ITEM MADE BY COMMISSIONER PLETERS AND SECONDED BY COMMISSIONER KARLSRUHER AND UNANIMOUSLY PASSED.

5. Discussion and Action on Performance Evaluation Sub-Committee Report and Recommendation:

Tracey Fontenot – Museum & Cultural Affairs

Discussion by Commissioner Pleters, Appellant’s Representative Jorge Rivas, Commissioner Ramirez, and CSC Assistant City Attorney John Batoon.

MOTION TO APPROVE SUB-COMMITTEE’S RECOMMENDATION TO APPROVE APPEAL MADE BY COMMISSIONER BAUTISTA AND SECONDED BY COMMISSIONER KARLSRUHER AND UNANIMOUSLY PASSED.

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

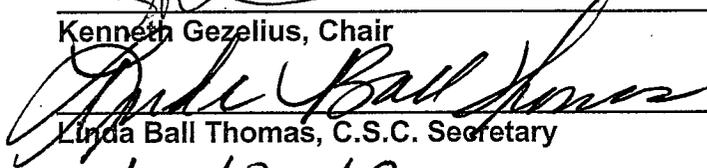
Discussion by AFSCME Representative David Guzman to submit a formal complaint to HR Director Linda Thomas to place for next month’s Agenda. Comments by CSC Assistant City Attorney John Batoon.

MOTION TO ADJOURN MEETING MADE BY COMMISSIONER KARLSRUHER AND SECONDED BY COMMISSIONER PLETERS AND UNANIMOUSLY PASSED.

MEETING ADJOURNED AT 6:07 P.M.



Kenneth Gezelius, Chair



Linda Ball Thomas, C.S.C. Secretary

1-12-12

Date Approved