



City of San Antonio

Agenda Memorandum

File Number:20-4879

Agenda Item Number: 13.

Agenda Date: 9/3/2020

In Control: City Council A Session

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Tina J. Flores, Acting City Clerk

COUNCIL DISTRICTS IMPACTED: City-Wide

SUBJECT:

An Ordinance reappointing Joseph Tartell (At-Large Commissioner) and Leon Coe (At-Large Commissioner) and appointing Brenda Wingert (At-Large Commissioner) and Valerie Sprague (At-Large Alternate Commissioner) to the Municipal Civil Service Commission for the remainder of unexpired terms of office to expire May 31, 2021.

Appointments are effective immediately if eight affirmative votes received, or ten days after appointment if passed with less than eight affirmative votes.

SUMMARY:

Applications were submitted to the Office of the City Clerk who coordinated review with the Human Resources Department and the City Attorney's Office. As per the City Charter, Human Resources is responsible for reviewing applications, interviewing applicants, and providing recommendations to the City Manager for approval

The Human Resources Department is recommending the approval of four Municipal Civil Service Commissioners. Two of the nominees are recommended for reappointment as Commissioners, one nominee for appointment as Commissioner, and one nominee for appointment as Alternate Commissioner.

Human Resources will continue to advertise in order to fill two vacancies, one as Commissioner and one as Alternate Commissioner.

BACKGROUND INFORMATION:

The City Charter provides for the establishment of the Municipal Civil Service Commission to hear classified civilian employee disciplinary appeals for suspensions, demotions, and terminations as well as make recommendations to the City Manager regarding each appeal. The Commission receives approximately 10-15 appeals per year, and generally meets on Tuesdays and Thursdays. Hearings may last up to eight hours. The Commission consists of three Commissioners and three Alternate Commissioners which are appointed by the City Council for a two-year term of office. The Human Resources Department in coordination with the City Attorney's Office, reviews applications, interviews applicants, and vets applicants prior making recommendations and seeking approval by the City Manager.

ISSUE:

Consideration of appointments to the Municipal Civil Service Commission.

ALTERNATIVES:

The Office of the City Clerk and Human Resources will continue outreach efforts and promote vacancies.

FISCAL IMPACT:

There is no fiscal impact with the passage of this Ordinance.

RECOMMENDATION:

Staff recommends City Council approval of recommendations made by the Human Resources Department and nominations made by City Manager Walsh.