

## Civil Service Commission Minutes

On September 20, 2017, the Civil Service Commission of the City of Amarillo met at 8:30 am at City Hall, 509 Se 7<sup>th</sup>. Amarillo, TX, 79101, in the City Council Chambers for a Regular Meeting.

	Present	No. Meetings Held Since Appointment	No. of Meetings Attended
Lawrence Walker	Yes	30	30
David Hurt, Chairman	Yes	38	36
Sally Jennings, Vice- Chairman	Yes	8	8

Also in attendance were the following:

Mitchell Normand, HR Director  
Earnie Baten, HR Manager  
Viola Frausto, Sr HR Generalist  
Bryan McWilliams, Deputy City Attorney  
Courtney White, Attorney I  
Marita Wellage-Reilley, Transit Manager  
Brett Lawler, Transit Operations Supervisor  
Ruth Martinez, Bus Driver -Transit

**ITEM 1:** Call to order. David Hurt established a quorum and called the regularly scheduled meeting of the Civil Service commission to order at 8:37 am.

**ITEM 2:** Approval of minutes from the Regular Meeting held on June 21, 2017. Motion was made by Sally Jennings, Vice-Chairman. Motion was made to approve minutes.

**ITEM 3:** Review and consider the approval the list of new employees, step increases, transfers, promotions, demotions, bypasses, temporary assignments and disciplinary actions. No action is required. Approval was made.

**ITEM 4:** Approve the eligibility registers for the position of Fire District Chief, Firefighter and Police Corporal. Motions were made by Sally Jennings to approve and seconded by Lawrence Walker. Motions passed to approve.

**ITEM 5:** Consider appeal filed by Ruth Martinez. Ms. Martinez was called to the stand and it was noted that she was not in attendance. Bryan McWilliams stepped out to the hallway and called out to her in case she was waiting in hallway. She was not found in the building. Due to her absence David Hurt announced that the board would uphold her termination. Bryan McWilliams approached the podium and asked the board if he can go ahead and go over the exhibits and discuss her termination. He went over the exhibit packet that were given to the board for review, pink docket and documents regarding her progressive discipline, including discipline letters given to her from Brett Lawler that she refused to sign.

Brett Lawler was asked by Mr. McWilliams to approach the podium. Brett stated his name and title and was sworn in by David Hurt. He took the stand and was asked by Mr. McWilliams to refer to page 10 of the exhibit packet and asked Brett to summarize the incident and conversation he had with Ms. Martinez. Bryan asked to turn on the TV camera to watch the video of Ms. Martinez jumping the curb in the Transit bus she was driving.

Mr. McWilliams described to the board what was going on as they watched. The camera switched to watch another video of 2 passengers reactions when bus jumped curb. Camera switched to another video where the bus didn't make complete stops at intersections.

Mr. McWilliams asked Brett if there was anything else he needed to add or say about the videos. Brett Lawler said "no" and stepped down.

At 8:42, Ruth Martinez walked in the Commission Chambers. David Hurt asked her to stand and confirm that she was Ruth Martinez. She said yes, and was asked to approach the podium so she could be sworn in.

She was given a copy of the exhibit packet to review.

Bryan McWilliams asked her if she had any questions about the contents of the packet. She said that she was lied to about having meetings with the department and that she was not contacted about any meeting and denied being told about attending.

Based on the disciplinary letters in the packet, she stated that "if there is no traffic, you can stop and proceed, you don't need to wait 3-5 seconds if there is not traffic, you can go ahead and proceed".

She also stated that she did not do the tire damage mentioned in the exhibit and that they lied again about having a meeting on Friday when the damage happened. She said that the bus could have already had the tire damage because that same bus was out on another route the next day. She said the damage was done by someone else after she drove the bus.

She stated that she inspects the bus before and after she drives the buses and would have seen the damage. She said she has only had 1 driving point taken away since she has been driving the buses.

Ms. Martinez stated again that Brett lied about the Friday meeting.

Mr. McWilliams asked Ms. Martinez again if it was possible that the damage was done by her while driving the bus on her route.

Ms. Martinez stated "No, I would have noticed and it could have happened but it did not happen to me".

David Hurt asked her if she had any other questions. She said no, I don't have any questions.

She was asked to step down from podium and have a seat.

At 8:55, Courtney White- Attorney, announced with stating the TX Govt. Code (copy in CC files).

David Hurt announced if there were any further questions or comments, then called a recess at 8:56 to deliberate.

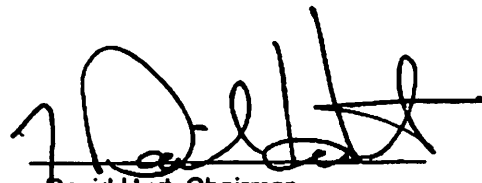
Courtney White called the meeting to order at 9:05, with closed session completed.

David Hurt moved to uphold termination on Ruth Martinez, and Sally Jennings seconded the motion.

There, being no further business, David Hurt moved to adjourn the meeting. The motion was seconded by Sally Jennings and the meeting adjourned at 9:07 am. This meeting was recorded and all comments are on file with the City Human Resources Department.

Attest:

  
\_\_\_\_\_  
Mitchell Norman, Civil Service Director

  
\_\_\_\_\_  
David Hurt, Chairman