

Civil Service Commission Minutes

On January 30, 2019, the Civil Service Commission of the City of Amarillo met at 8:30 am at City Hall, 509 Se 7th, Amarillo, TX, 79101, in the City Council Chambers for a Regular Meeting.

	Present	No. Meetings Held Since Appointment	No. of Meetings Attended
Lawrence Walker, Chairman	Yes	37	37
David Hurt, Vice Chairman	Yes	44	42
Sally Jennings	Yes	15	14

Also in attendance were the following:

Mitchell Normand, Dir of Human Resources	Randy Schuster, Building Safety
Earnie Baten, HR Manager	Larry Zamora, Building Safety
Viola Frausto, SR HR Generalist	Gwen Gonzales, Building Safety
Marcus Norris, Deputy City Attorney	Steve Rodriguez, Building Safety

ITEM 1: Call to order. Sally Jennings established a quorum and called the regularly scheduled meeting of the Civil Service commission to order at 8:30am.

Move to approve the minutes from December 19, 2018. Motion was made to accept the minutes by Lawrence Walker, seconded by David Hurt. There was motion to move item #1 on the agenda to item #4. All in favor, motion approved. Motion also made to move Item 1 on the agenda to the end of the items list.

ITEM 2: 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.

ITEM 3: Marcus Norris began by presenting sides regarding the disciplinary appeal for Larry Zamora. Sally Jennings had those who were witness in attendance stand to be sworn in.

Sally Jennings then called Larry Zamora to the stand to make his opening statement. He made is statement and voiced his concerns regarding disciplinary action taken. He is arguing that the disciplinary action taken on him was excessive.

Gwen Gonzales was called to the podium. She stated her years of service and position with the City. Gwen was questioned and was asked to describe what happened that day.

Marcus Norris passed witness and called Steve Rodriguez to the podium. He was questioned by Marcus Norris what happened that day. Larry Zamora also questioned Mr. Rodriguez about what happened that day and what the importance was regarding issuing and expirations of permits.

Randy Schuster was called to the podium and was questioned by Marcus Norris about Larry Zamoras previous disciplinary actions.

Larry Zamora approached the podium and asked that his witnessed be called upon. Marquita Bjork and Kal Knepp, Building Safety employees were called upon and questioned by Marcus Norris to describe the incident that happened that day.

Marcus Norris made his closing statement. Larry Zamora was given the opportunity to give his closing statement.

Meeting was called into executive session at 10:00 am.

Meeting was back in session at 10:40am. David Hurt stated that based on facts and statements given, the 3 day suspension given to Larry Zamora be changed to a 1 day suspension. Back pay for the 2 days was to be issued to Larry Zamora. Motion passed and was approved.

ITEM 4: Members elected a new chairman and vice-chairman for this term. Move made for Lawrence Walker be nominated as Chairman. Sally Jennings seconded the motion. Lawrence Walker moved for David Hurt to be nominated as Vice Chairman. Sally Jennings seconded the motion. All in favor, motion approved.


ITEM 5: Discussion over future agenda items. Arrange a better practice for reviewing and discussing items, giving advanced notice.

No other items on the agenda. Motion was made to adjourn at 10:48 am by Lawrence Walker.

Attest:



Mitchell Normand, Civil Service Director



Lawrence Walker, Chairman