



Chairman
Rafael Adame

Commissioners
Dr. Paula Mitchell
Fernando Parra

EL PASO COUNTY
CIVIL SERVICE COMMISSION
COMMISSION MEETING AGENDA
REGULAR MEETING

DATE: TUESDAY, MAY 1, 2007

TIME: 3:00 P.M.

PLACE: COMMISSIONERS' COURTROOM #303

POSTED: FRIDAY, APRIL 27, 2007

OPEN MEETING

NOTICE TO THE PUBLIC

All matters listed under the Consent Agenda will be considered by the Civil Service Commissioners 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 Court or persons in the audience request that specific items be removed from the Consent Agenda to the Regular Agenda for discussion prior to the time the Court votes on the motion to adopt the Consent Agenda.

PUBLIC COMMENT:

Speaker's choice: Five (5) minutes per person during this segment regarding any items or three (3) minutes per person on each item as it appears on the agenda. The same will apply to any interest group consisting of three or more representatives.

CONSENT AGENDA

ITEM #1 Discuss and take appropriate action on minutes of the Civil Service Commission regularly scheduled meeting of April 3, 2007. (Robert M. Almanzán, Human Resources Director)

ACTION: _____

ITEM #2 Discuss and approve the requests from the employees listed in the back up to be recipients of donated vacation leave. (Robert M. Almanzán, Human Resources Director)

ACTION: _____

REGULAR AGENDA

ITEM #3 Discuss and take appropriate action concerning changing the burden of proof in grievance matters in the Civil Service Rules and Regulations Book. (Robert M. Almanzán, Human Resources Director)

ACTION: _____

ITEM #4 Discuss and take appropriate action to approve the newly created job description of “**Court Coordinator**” for all the Justice of the Peace offices. (Judge Bruce King, Justice Peace #7)

ACTION:

ITEM #5 Discuss and take appropriate action regarding the July 3, 2007 Civil Service meeting. (Robert M. Almanzán, Human Resources Director)

ACTION:

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE 551.071 AND 551.074

ITEM #6 Discuss a grievance filed/dated January 12, 2007 regarding Patricia Marquez, Supervisor, County Clerk’s office, pertaining to **Termination/Dismissal without cause & Rule 2.51**. (Bill Arballo, AFSCME Representative – Anna Perez, Division/Unit Chief)

ITEM #7 Discuss a grievance filed/dated March 2, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk’s office, pertaining to **7.09 (d) and three (3) days suspension**. (Ana Perez, Division Unit/Chief, County Attorney’s office)

ITEM #8 Discuss a grievance filed/dated March 19, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk’s office, pertaining to **7.09 (d) five (5) days suspension and retaliation**. (Ana Perez, Division Unit/Chief)

OPEN SESSION:

ITEM #9 Take appropriate action on a grievance filed/dated January 12, 2007 regarding Patricia Marquez, Supervisor, County Clerk's office, pertaining to **Termination/Dismissal without cause & Rule 2.51**. (Bill Arballo, AFSCME Representative – Anna Perez, Division/Unit Chief)

ACTION: _____

ITEM #10 Take appropriate action on a grievance filed/dated March 2, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to **7.09 (d) and three (3) days suspension**. (Ana Perez, Division Unit/Chief)

ACTION: _____

ITEM #11 Take appropriate action on a grievance filed/dated March 19, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to **7.09 (d) five (5) days suspension and retaliation**. (Ana Perez, Division Unit/Chief)

ACTION: _____
