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COUNTY OF EL PASO

CIVIL SERVICE COMMISSION
500 E. SAN ANTONIO, R.M. 302
EL PASO, TEXAS 79901
(915) 546-2218
FAX (915) 546-8126

Chairman
Rafael Adame

Commissioners
Dr. Paula Mitchell
Fernando Parra

MINUTES OF JULY 10, 2007

COMMISSIONERS PRESENT: RALPH ADAME, CHAIRMAN
FERNANDO PARRA, COMMISSIONER

OTHERS PRESENT: LIZA CALDERON, H.R. DIRECTOR
ESTELA SALGADO, EMPLOYMENT/CS SPECIALIST
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE

ABSENT: DR. PAULA MITCHELL, COMMISSIONER

The El Paso County Civil Service Commission met in Commissioners Court Room and was called to order at 4:16 p.m. by Ralph Adame, Chairman.

MOTION #1

ITEM #1 APPROVED CONSENT AGENDA ITEMS.

It was moved by Commissioner Parra, and seconded by Chairman Adame, to approve the following Consent Agenda items:

- 1 Approval of Minutes of the scheduled meeting of June 5, 2007

**MOTION #2 POSTPONED.
ITEM #2**

ACTION: It was moved by Chairman Adame and seconded by Commissioner Parra, to postpone item on procedures for scheduling of future grievances. Ms. Holly Lytle, County Attorney's office, will draft a proposed policy to the Civil Service Commission for the next meeting. Commissioner Parra recommended that the list of pending grievances be posted on the Website.

VOTE: YES – Adame, Parra

ABSENT: Mitchell

MOTION CARRIED.

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE 551.071 AND 551.074.

On this day, the Civil Service Commission discussed Items 3 and 4 in open session, due to postponement of grievances.

MOTION #3 POSTPONED.

ITEM #5 Take appropriate action on a grievance filed/dated, April 30, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to **Termination/Dismissal and Rule 7.09**. (Delia Briones, County Clerk – Kitty Schild, Sr. Trial Attorney – Daniel S. Gonzalez, Attorney at Law)

ACTION: It was moved by Fernando Parra and seconded by Chairman Adame, to postpone a grievance filed/dated April 30, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to **Termination/Dismissal and Rule 7.09** as requested by grievant's attorney, Mr. Daniel S. Gonzalez. The grievance will be heard September 4, 2007 at 3:00 p.m.

VOTE: YES – Adame, Parra

ABSENT: Mitchell

MOTION CARRIED.

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MOTION #4 POSTPONED.

ITEM #6 Take appropriate action on a grievance filed/dated, April 30, 2007 regarding Virginia E. Schmidt, Collections Specialist, County Clerk's office, pertaining to **Rule 7.09 (a), (c), appealing written reprimand.** (Delia Briones, County Clerk – Manuel Romero, Sr. Trial Attorney)

ACTION: It was moved by Fernando Parra and seconded by Chairman Adame, to postpone a grievance filed/dated, April 30, 2007 regarding Virginia E. Schmidt, Collections Specialist, County Clerk's office, pertaining to Rule 7.09 (a), (c), appealing written reprimand as requested by Manuel Romero, County Attorney's office. The grievance will be heard August 7, 2007 at 3:00 p.m.

VOTE: YES – Adame, Parra

ABSENT: Mitchell

MOTION CARRIED.

MEETING ADJOURNED

On this day, there being no further business to discuss, the meeting was adjourned at 4:35 p.m.

VOTE: YES – Adame, Parra

ABSENT: Mitchell

MOTION CARRIED.



RAFAEL ADAME, CHAIRMAN



ESTELA SALGADO, RECORDING SECRETARY