



Chairman
Rafael Adame

Commissioners
Dr. Paula Mitchell
Fernando Parra

EL PASO COUNTY
CIVIL SERVICE COMMISSION
COMMISSION MEETING AGENDA
REGULAR MEETING

DATE: TUESDAY, DECEMBER 4, 2007
TIME: 3:00 P.M.
PLACE: COMMISSIONERS' COURTROOM #303
POSTED: THURSDAY, NOVEMBER 29, 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.

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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 November 6, 2007. (Liza Reyes, Human Resources Director)

ACTION:

REGULAR AGENDA

ITEM#2 Take appropriate action on that the council's booking bailiff, Dora Aguirre and two bailiffs in the jury duty court, Melissa Arenas and Esmeralda Licon, be designated as covered by Civil Service Commission. These bailiffs are directly under the administrative judge for the council and not under a specific court as the other regular bailiffs. (Michael Izquierdo, Executive Director)

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE 551.071 AND 551.074

ITEM #3 Discuss a grievance filed/dated October 3, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk, pertaining to **Suspension & Rule 7.09 (A, B)**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ITEM #4 Discuss a grievance filed/dated October 24, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk, pertaining to **Rule 7.09 (A, C, D) Appealing Disciplinary Report Dated 9/18/07 (Substandard Work)**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

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ITEM #5 Discuss a grievance filed/dated October 24, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk, pertaining to **Rule 7.09 (A, C, D) Appealing Disciplinary Report Dated 9/18/07 (Improper Conduct)**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ITEM #6 Discuss a grievance filed/dated October 24, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk, pertaining to **Rule 5.02**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ITEM #7 Discuss a grievance filed/dated October 10, 2007 regarding Jennifer Candelas, Collections Specialist, County Clerk, pertaining to **Rule 7.21, 2.31. 2.20 & Discrimination** (Delia Briones, County Clerk - Kitty Schild, Assistant County Attorney)

OPEN SESSION:

ITEM #8 Take appropriate action on a grievance filed/dated October 3, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk pertaining to **Suspension & Rule 7.09 (A,B)**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ACTION: _____

ITEM #9 Take appropriate action on a grievance filed/dated October 3, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk pertaining to **Rule 7.09 (A,C,D) Appealing Disciplinary Report Dated 9/18/07 (Substandard Work)**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ACTION: _____

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ITEM #10 Take appropriate action on a grievance filed/dated October 3, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk pertaining to **Rule 7.09 (A,C,D) Appealing Disciplinary Report Dated 9/18/07 (Improper Conduct)**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ACTION: _____

ITEM #11 Take appropriate action on a grievance filed/dated October 3, 2007 regarding Jode Bejarano, Office Supervisor, District Clerk pertaining to **Rule 5.02**. (Gilbert Sanchez, District Clerk - Ralph Girvin, Sr. Trial Attorney - Daniel Gonzalez, Attorney at Law)

ACTION: _____

ITEM #12 Take appropriate action on a grievance filed/dated October 10, 2007 regarding Jennifer Candelas, Collections Specialist, County Clerk, pertaining to **Rule 7.21, 2.31. 2.20 & Discrimination**. (Delia Briones, County Clerk - Kitty Schild, Assistant County Attorney)

ACTION: _____
