

EL PASO COUNTY
CIVIL SERVICE COMMISSION

MINUTES
MAY 11, 1992

COMMISSIONERS PRESENT: WOODROW W. BEAN II, CHAIRMAN
 LUPE BAIN,
 TERESA DA PRATO

OTHERS PRESENT: JOAN LOPEZ, EXECUTIVE SECRETARY
 CIVIL SERVICE COMMISSION

MAUREEN HILTON, ATTORNEY AT LAW

The El Paso County Civil Service Commission met in Commissioners Court, room 303 and was called to order at 4:20 P. M. by Woodrow W. Bean II, Chairman.

1. Minutes of April 6, 1992 of the El Paso County Civil Service Commission were approved, after correction of date of meeting was changed from April 11, 1992 to April 6, 1992.
2. The new position of Corporate/Sports Account Manager was approved. Mr. Mitch Doblado provided the Civil Service Commission with the job description and salary range.
3. A motion to approve the job description of Texas Association Sales/Service Manager, passed. Ms. Leslie W. Adkins was hired to this position on August 1, 1988.
4. Request by Yvette Colorado for pool leave was table till June 1, 1992. Procedures were not followed.
5. The 1992-1993 fiscal budget will be amended to indicate a Human Resource Clerk position. Personnel Analyst and Benefits Coordinator positions to be transferred to the County Auditor Office.
6. David Saldivars' grievance was set for June 1, 1992.
7. The Auditors Office gave a fiscal audit report on finances of the two year term of the first Civil Service Commission. The report reflects that finances and inventory are in order. Two items were questioned by the Civil Service Commission, the telephone bill a

\$ 1,926.00 sum that was taken from the budget.

GRIEVANCE:

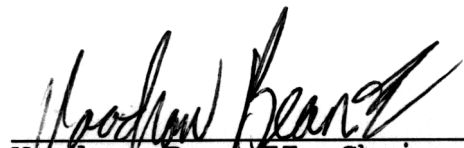
8. Richard Rodriguez's grievance was resolved therefore deleted from the agenda.
9. Marie Ornelas, Sheriffs' Department, Grievance was deleted. Ms. Ornelas, the Grievant, failed to appear before the Commission to present her case.
10. Josie Gachupins grievance was tabled till June 1, 1992.
11. Ramon Yopez's grievance was tabled till June 1, 1992
12. Facilities Management:

Jose Urquidi	Hipolito Portillo
Raul Sambrano	Roberto Pedroza
Robert Salas	Joe Hood
Miguel Lugo	Jose Munoz
Alberto Diaz	Eugene Dean

Request to delete grievances was made by employees, who filed, as resolution had been reached by management and employees.

Meeting adjourned at 5:40 PM.


Joan Lopez, Recording Secretary


Woodrow Bear II, Chairman