

EL PASO COUNTY CIVIL SERVICE COMMISSION  
EL PASO COUNTY BLDG.  
500 E. SAN ANTONIO  
EL PASO, TEXAS 79901

MINUTES OF NOVEMBER 6, 1992

COMMISSIONERS PRESENT:           LUPE BAIN, CHAIRPERSON  
  RICHARD YETTER  
  MARIO MARTINEZ

OTHERS PRESENT:                   NITA CORRAL-NAVA, DIRECTOR  
  PERSONNEL DEPARTMENT  
  
  JOAN LOPEZ, EXECUTIVE SECRETARY

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The El Paso County Civil Service Commission met in Commissioners Court Chambers, room 303 and was called to order at 4:07 P.M. by Lupe Bain, Chairperson.

ITEM #1   DISCUSS AND TAKE APPROPRIATE ACTION ON MINUTES  
                  OCTOBER 5, 1992.

ACTION:   RICHARD YETTER MOTIONED TO APPROVE THE MINUTES  
                  OCTOBER 5, 1992. LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #2   DISCUSS AND TAKE APPROPRIATE ACTION ON UPGRADING SALARIES  
                  IN THE EL PASO COUNTY TAX OFFICE. (JIMMY HICKS, TAX  
                  ASSESSOR COLLECTOR)

ACTION:   MARIO MARTINEZ MOTIONED TO CHANGE THE CLASSIFICATION OF  
                  THE GRADE 5 AUTO REGISTRATION CLERKS TO AUTO TITLE CLERK  
                  1, SUBJECT TO APPROVAL BY TH AUDITOR AND COMMISSIONERS  
                  COURT. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #3   DISCUSS AND TAKE APPROPRIATE ACTION ON ASCARATE GOLF  
                  COURSE PRO DIRECTOR'S REQUEST TO CHANGE. (MANNY MARTINEZ)

ACTION:   MARIO MARTINEZ MOTIONED TO TABLE. RICHARD YETTER  
                  SECONDED. MOTION CARRIED.

ITEM #4   HOPE NAVARRO, COUNTY CLERK'S OFFICE

ACTION:   MARIO MARTINEZ MOTIONED TO TABLE. RICHARD YETTER  
                  SECONDED. MOTION CARRIED.

ITEM #5   DAVID BUSTAMANTE, PARKS & RECREATION

ACTION:   MARIO MARTINEZ MOTIONED TO TABLE. RICHARD YETTER  
                  SECONDED. MOTION CARRIED.

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ITEM #6 JESUS LOPEZ, ROAD & BRIDGES

ACTION: MARIO MARTINEZ MOTIONED NO GRIEVANCE AT THIS POINT.  
RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #7 DISCUSS AND TAKE APPROPRIATE ACTION ON NEW EVIDENCE AND  
INFORMATION SUBMITTED BY EPCAD'S EXECUTIVE DIRECTOR ON  
JESSE EDWARDS CASE. THIS ITEM MAY GO INTO EXECUTIVE OR  
CLOSED SESSION.

ACTION: RICHARD YETTER MOTIONED TO TABLE. LUPE BAIN SECONDED.  
MOTION CARRIED.

ITEM #8 DISCUSS AND TAKE APPROPRIATE ACTION ON CSP DIRECTOR'S  
REPORT OF JULY, 1992.

ACTION: RICHARD YETTER MOTIONED TO APPROVE JULY, 1992 REPORT.  
LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #9 DISCUSS AND TAKE APPROPRIATE ACTION ON CSP DIRECTOR'S  
REPORT OF AUGUST, 1992.

ACTION: RICHARD YETTER MOTIONED TO APPROVE AUGUST, 1992 REPORT.  
LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #10 DISCUSS AND TAKE APPROPRIATE ACTION ON CIVIL SERVICE  
PERSONNEL 1992-1993 BUDGET/RISK MANAGER'S REPORT.

ACTION: NO ACTION.

ITEM #11 DISCUSS AND TAKE APPROPRIATE ACTION ON CSP DIRECTOR'S  
REPORT OF SEPTEMBER, 1992.

ACTION: RICHARD YETTER MOTIONED TO APPROVE SEPTEMBER, 1992  
REPORT. LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #12 DISCUSS AND TAKE APPROPRIATE ACTION ON CONSOLIDATED DATA  
PROCESSING DIRECTOR'S REQUEST TO IMPLEMENT STAFF CHANGES  
AS FOLLOWS:

- A. DELETE SENIOR TECHNICAL WRITER, GRADE 2
- B. REPLACE ABOVE WITH PROGRAMMER II, GRADE 3
- C. DELETE COMMUNICATION ANALYST
- D. REPLACE WITH PROGRAMMER II, GRADE 3


ACTION: LUPE BAIN MOTIONED TO APPROVE STAFF CHANGES. RICHARD  
YETTER SECONDED. MOTION CARRIED.

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ITEM #13 DISCUSS AND TAKE APPROPRIATE ACTION ON PERSONNEL MATTER  
REGARDING CIVIL SERVICE/PERSONNEL OFFICE.

ACTION: COMMISSIONER YETTER MOTIONED TO SUSPEND MS. LOPEZ,  
EXECUTIVE SECRETARY TO THE CIVIL SERVICE COMMISSION, WITH  
PAY UNTIL THE NEXT HEARING DATE. LUPE BAIN SECONDED.  
MOTION CARRIED. COMMISSIONER MARTINEZ OPPOSED.

Meeting adjourned at 5:25 P.M.

  
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Lupe C. Martin, Recording Secretary

  
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Lupe Bain, Chairperson