

EL PASO COUNTY CIVIL SERVICE COMMISSION
EL PASO COUNTY COURTHOUSE
500 E. SAN ANTONIO - ROOM 302
EL PASO, TEXAS 79901

MINUTES OF FEBRUARY 8, 1993

COMMISSIONERS PRESENT: LUPE BAIN, CHAIRPERSON
RICHARD YETTER
MARIO MARTINEZ

OTHERS PRESENT: MAUREEN HILTON, LEGAL COUNSEL

NITA CORRAL-NAVA, DIRECTOR
PERSONNEL DEPARTMENT

LUPE C. MARTIN, RECORDING SECRETARY

The El Paso County Civil Service Commission met in Commissioner's Court Chambers, Room 303 and was called to order at 4:30 P.M. by Lupe Bain, Chairperson.

ITEM #1 DISCUSS AND TAKE APPROPRIATE ACTION ON MINUTES FOR JANUARY 4, 1993 AND FEBRUARY 1, 1993.

ACTION: RICHARD YETTER MOTIONED TO APPROVE THE MINUTES FOR JANUARY 4, 1993 AND FEBRUARY 1, 1993. LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #2 DISCUSS AND TAKE APPROPRIATE ACTION ON APPROVAL AND AUTHORIZATION OF THE PROPOSED RE-CLASSIFICATION OF CERTAIN POSITIONS IN THE OFFICE OF THE COUNTY ATTORNEY AS PER PROPOSED RE-CLASSIFICATION SCHEDULE SUBMITTED BY THE COUNTY ATTORNEY ATTACHED HERETO.
(JOSE RODRIGUEZ, COUNTY ATTORNEY)

ACTION: RICHARD YETTER MOTIONED THAT THE RECLASSIFICATION OF SECRETARY TO PARALEGAL AND VICTIM ASSISTANT COORDINATOR TO ADMINISTRATIVE ASSISTANT WITH APPROPRIATE GRADE LEVEL PAY SCALE AS PROPOSED BE APPROVED. LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #3 DISCUSS AND TAKE APPROPRIATE ACTION ON CIVIL SERVICE RULE 2.55 (RE-EMPLOYMENT)

ACTION: MARIO MARTINEZ MOTIONED RULE STANDS AS IS WITH SENIORITY ISSUE DETERMINED BY DEPARTMENT. HEAD OR ELECTED OFFICIAL WITH EACH CASE GAGED INDIVIDUALLY. LUPE BAIN SECONDED. RICHARD YETTER VOTED NO. MOTION CARRIED.

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ITEM #4 DISCUSSION AND ACTION ON CIVIL SERVICE RULES 8.03 - 8.11
(TIME LIMITS FOR FILING AND RESPONSE).

ACTION: MARIO MARTINEZ MOTIONED THAT EACH CASE WOULD BE HEARD ON
A CASE-BY-CASE BASIS. LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #5 DISCUSSION AND ACTION ON CIVIL SERVICE RULES 8.22 - 8.24
(ORDER OF APPEALS).

ACTION: MARIO MARTINEZ MOTIONED TO CEASE DISCUSSION AND THAT
THESE RULES WOULD BE INTERPRETED ON A CASE-BY-CASE BASIS.
LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #6 DISCUSSION AND ACTION ON PERSONNEL DEPARTMENT DIRECTOR'S
MONTHLY REPORTS FOR OCTOBER, NOVEMBER, DECEMBER, 1992,
AND JANUARY, 1993.

ACTION: RICHARD YETTER MOTIONED TO APPROVE THOSE REPORTS THAT ARE
BEFORE THE COMMISSION WHICH ARE DECEMBER, 1992 AND
JANUARY, 1993. MARIO MARTINEZ SECONDED. MOTION CARRIED.

MARIO MARTINEZ MOTIONED TO ADJOURN, RICHARD YETTER SECONDED. MOTION
CARRIED.

Meeting adjourned at 5:41 P.M.

Lupe C. Martin, Recording Secretary

Lupe Bain, Chairperson