

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

MINUTES OF JULY 12, 1993

COMMISSIONERS PRESENT: LUPE BAIN, CHAIRPERSON
RICHARD YETTER
MARIO MARTINEZ

OTHERS PRESENT: NITA CORRAL-NAVA,
PERSONNEL DIRECTOR

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 4:00 P.M. by Lupe Bain, Chairperson.

ITEM #1 DISCUSS AND TAKE APPROPRIATE ACTION ON MINUTES OF JUNE 14, 1993.

ACTION: MARIO MARTINEZ MOTIONED TO APPROVE THE MINUTES OF JUNE 14, 1993. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #2 DISCUSS AND TAKE APPROPRIATE ACTION ON CIVIL SERVICE COMMISSION'S POLICY ON NOTIFICATION TO COUNTY ATTORNEY'S OFFICE.

✓ ACTION: MARIO MARTINEZ MOTIONED THAT A NOTICE OF APPEARANCE BE FILED WITH THE PERSONNEL DIRECTOR, NITA CORRAL-NAVA AND WITH LUPE MARTIN, CLERK TO THE CIVIL SERVICE COMMISSION, WHENEVER THE COUNTY ATTORNEY'S OFFICE WILL BE REPRESENTING A COUNTY DEPARTMENT. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #3 DISCUSS AND TAKE APPROPRIATE ACTION ON REQUEST FOR RISK MANAGER'S PRESENCE AND PRESENTATION OF RISK MANAGEMENT POLICY STATEMENT.

ACTION: MARIO MARTINEZ MOTIONED THAT NO ACTION ON THIS MATTER BE TAKEN UNTIL A RESOLUTION OF WHO HAS THE RIGHT TO AMEND THE CIVIL SERVICE RULES. RICHARD YETTER SECONDED. MOTION CARRIED.

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ITEM #4 DISCUSS AND TAKE APPROPRIATE ACTION ON HOLIDAY PAY FOR REGULAR/PART TIME COUNTY EMPLOYEES.

ACTION: MARIO MARTINEZ MOTIONED THAT REGULAR/PART TIME COUNTY EMPLOYEES GET PAID HOLIDAY PAY ACCORDING TO RULE 4.27. LUPE BAIN SECONDED. MOTION CARRIED.

GRIEVANCE

ITEM #5 EVELIA ORTEGA, MAINTENANCE CUSTODIAN

ACTION: MARIO MARTINEZ MOTIONED TO RESCIND EVELIA ORTEGA'S 2 DAY SUSPENSION AND GIVE HER BACK PAY FOR JUNE 23, AND JUNE 24, 1993. PROHIBIT DISCIPLINARY ACTION AGAINST HER AND THAT THE WARNING REPORTS BE REMOVED FROM HER PERSONNEL FILE. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #6 DISCUSS GRIEVANCES RESOLVED BEFORE HEARING.

ACTION: MARIO MARTINEZ MOTIONED TO ACCEPT THIS ITEM FOR DISCUSSION ONLY. LUPE BAIN SECONDED. MOTION CARRIED.

ITEM #7 DISCUSS AND TAKE APPROPRIATE ACTION ON CLAIM LETTER SUBMITTED ON BEHALF OF JOAN C. LOPEZ.

ACTION: MARIO MARTINEZ MOTIONED TO TAKE NO ACTION AT THIS TIME. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #8 DISCUSS AND TAKE APPROPRIATE ACTION ON LETTER OF COUNTY EMPLOYEE ORIENTATION SESSIONS AS SUBMITTED.

ACTION: IT WAS THE DECISION OF THE COMMISSION THAT THE PERSONNEL DIRECTOR, NITA CORRAL-NAVA, PROVIDE A SCHEDULE OF ORIENTATIONS TO THE COMMISSION FOR GROUPS OF COUNTY EMPLOYEES TO BE VERSED ON THE CIVIL SERVICE RULES AND REGULATIONS. ONCE THIS SCHEDULE IS APPROVED BY THE CIVIL SERVICE COMMISSION, AND EACH OF THE COMMISSIONERS HAVE SELECTED APPROPRIATE TIMES TO GIVE SEMINARS, THIS SCHEDULE WILL BE INSERTED IN THE EMPLOYEES PAYCHECK ENVELOPES, WITH APPROVAL OF THE COMMISSIONERS' COURT, TO INFORM THE EMPLOYEES WHEN TO BE PRESENT.

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ITEM #9 INFORMATION ITEM ON AFSCME, SUSPENSION OF ALFONSO KENNARD AS PRESIDENT.

ACTION: MARIO MARTINEZ MOTIONED TO ACCEPT THIS ITEM FOR INFORMATION ONLY. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #10 DISCUSS AND TAKE APPROPRIATE ACTION REGARDING MEETING BETWEEN CHAIRPERSON, LUPE BAIN AND COUNTY JUDGE, ALICIA CHACON ON A JOINT REQUEST IN PREPARING A REQUEST FOR OUR STATE REPRESENTATIVES AND SENATOR'S ASSISTANCE IN PRESENTING AN AMENDMENT TO THE CIVIL SERVICE STATUTE GRANTING THE COMMISSION SUBPOENA POWER.

ACTION: LUPE BAIN MOTIONED THAT THIS ITEM IS FOR DISCUSSION ONLY, NO ACTION. RICHARD YETTER SECONDED. MOTION CARRIED.

ITEM #11 DISCUSS AND TAKE APPROPRIATE ACTION ON ROBERT'S RULES OF ORDER.

ACTION: MARIO MARTINEZ MOTIONED THAT NO ACTION BE TAKEN. RICHARD YETTER SECONDED. MOTION CARRIED.

Meeting adjourned at 5:45 P.M.



LUPE C. MARTIN, RECORDING SECRETARY



LUPE BAIN, CHAIRPERSON