



EL PASO COUNTY
CIVIL SERVICE COMMISSION

COMMISSION MEETING AGENDA

REGULAR MEETING

DATE: SEPTEMBER 12, 1994

TIME: 4:00 P.M.

PLACE: COMMISSIONERS' COURT CHAMBERS
ROOM 303 3RD FLOOR, COUNTY COURTHOUSE

POSTED: SEPTEMBER 7, 1994

OPEN MEETING:

ITEM #1 Discuss and take appropriate action on minutes of regular meeting of August 8, 1994. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #2 Discuss and take appropriate action on Personnel's Departmental report for the months of July & August, 1994. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #3 Discuss and take appropriate action request from approval of manning table changes for the El Paso Alcohol & Drug Abuse Services Department to split a full-time permanent position into two part-time permanent positions. (Jorge L. Salazar, Executive Director, EPCADS)

ACTION:

ITEM #4 Discuss and take appropriate action on revising & amending Civil Service exemptions to Rule 2.00. (Richard Yetter, Civil Service Commissioner)

ACTION: _____

ITEM #5 Discuss and take appropriate action on request for approval of manning table changes to the Consolidated Data Processing Department of Programmer I position to a Customer Service Representative I position. Both positions are grade 8, Non-Exempt, with the same salary range. This does not change the current 1993/1994 budget. (Jake Nicholson, Director of C.D.P.)

ACTION: _____

ITEM #6 Discuss and take appropriate action on request for approval of changes to the Medical Examiner Investigator job descriptions. (Manny Diaz, Forensic Administrator, Medical Examiner's Office)

ACTION: _____

EXECUTIVE SESSION: REGULAR SESSION FOR THE VOTE IF EXECUTIVE SESSION IS NOT WAIVED. PURSUANT TO OPEN MEETING LAW NO. 6 SECTION 2 (E) AND (G).

GRIEVANCE

ITEM #7 DANIEL FLORES, MEDICAL EXAMINER INVESTIGATOR, MEDICAL EXAMINER'S OFFICE. (JUAN U. CONTIN, MEDICAL EXAMINER, MEDICAL EXAMINER'S OFFICE)

ACTION: _____

ITEM #8 LETICIA JARVIS, MEDICAL INVESTIGATOR, MEDICAL EXAMINER'S OFFICE. (JUAN U. CONTIN, MEDICAL EXAMINER, MEDICAL EXAMINER'S OFFICE)

ACTION:

ITEM #9 Discuss and take appropriate action on clarification of Rules 1.03, 1.07, Section I, and Rule 2.02, Section II of the Civil Service Rules and Regulations. (E. Dempsey Gunaca)

ACTION:

ITEM #10 Discuss and take appropriate action on requested changes to the Civil Service Rules & Regulations. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #11 Discuss and take appropriate action on clarification of Personal Day off and Holidays granted by Commissioner's Court. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #12 Discuss and take appropriate action on union activities within county premises. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #13 Discuss and take appropriate action on Civil Service Rule 2.08 on Employment Probationary Period and clarification of extensions. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #14 Discuss and take appropriate action on Rule 4.19 and 4.20, Funeral Leave clarification. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #15 Discuss and take appropriate action on Civil Service Commission's grievance hearing procedures. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

EXECUTIVE SESSION:

ITEM #16 Discuss and take appropriate action on update of Joan Lopez lawsuit. (Chairman, Mario J. Martinez)

ACTION: _____

ITEM #17 Discuss and take appropriate action on Personnel matters regarding the Personnel Department. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #18 Discuss and take appropriate action on training and safety equipment needed to provide County employees with the proper protection against contagious diseases. (Trinidad Munoz, Local 59 AFSCME)

ACTION: _____
