



EL PASO COUNTY  
CIVIL SERVICE COMMISSION

COMMISSION MEETING AGENDA

REGULAR MEETING

DATE: APRIL 4, 1995

TIME: 2:00

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

POSTED: MARCH 30, 1995

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OPEN MEETING:

ITEM #1 DISCUSS AND TAKE APPROPRIATE ACTION ON MINUTES OF REGULAR MEETING OF MARCH 7, 1995. (MARY JO LEE, PERSONNEL DIRECTOR).

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #2 DISCUSS AND TAKE APPROPRIATE ACTION ON POOLED VACATION LEAVE REQUEST. (MARGARITA MONTES, CLERK, DISTRICT ATTORNEY'S OFFICE)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

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ITEM #3 DISCUSS AND TAKE APPROPRIATE ACTION ON COUNTY OF EL PASO  
FIRST-AID, BLOODBORNE PATHOGENS AND TUBERCULOSIS PROGRAM.  
(GENE WEIGEL, RISK MANAGER)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #4 DISCUSS AND TAKE APPROPRIATE ACTION ON REMOVING THE  
ADMINISTRATIVE SECRETARY IN THE COUNTY TAX OFFICE FROM  
UNDER CIVIL SERVICE. (JAMES HICKS, TAX ASSESSOR  
COLLECTOR, COUNTY TAX OFFICE)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #5 DISCUSS AND TAKE APPROPRIATE ACTION TO CHANGE THE  
POSITION OF INVENTORY SUPPLY CLERK, GRADE 4N, TO THAT OF  
INVENTORY DATA CONTROL ANALYST AT GRADE LEVEL 6N TO  
REFLECT THE CHANGE IN THE DUTIES AND RESPONSIBILITIES OF  
THIS POSITION. (PITI VASQUEZ, PURCHASING AGENT,  
PURCHASING DEPARTMENT)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #6 DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED DRUG  
SCREENING POLICY. (MARY JO LEE, PERSONNEL DIRECTOR)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #7 DISCUSS AND REVIEW CHANGES TO THE EL PASO COUNTY CIVIL  
SERVICE RULES AND REGULATIONS BOOK. (MARIO J. MARTINEZ,  
CHAIRMAN, CIVIL SERVICE COMMISSION)

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 #8 EUGENE DEAN, CUSTODIAN, MAINTENANCE DEPARTMENT, HUGO  
PONCE, CUSTODIAN, MAINTENANCE DEPARTMENT, CRUZ ALCANTAR,  
ASSISTANT MAINTENANCE SUPERVISOR, MAINTENANCE DEPARTMENT,  
(CARLOS SAUCEDO, INTERIM MAINTENANCE DIRECTOR)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #9 PEDRO RODRIGUEZ JR., MAINTENANCE MECHANIC, CIVIC CENTER,  
(ANTONIO ARREDONDO., ASST. FAC PHYS. PLANT MANGER, CIVIC  
CENTER) (ROBERTO E. RODRIGUEZ, PHYSICAL PLANT MANAGER,  
CIVIC CENTER) (TOM CARADONIO, EXECUTIVE DIRECTOR, CIVIC  
CENTER)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #10 DISCUSS AND TAKE APPROPRIATE ACTION ON REVISED  
PERFORMANCE EVALUATION FORMS & PROCEDURES. (MARY JO LEE,  
PERSONNEL DIRECTOR)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #11 DISCUSS AND TAKE APPROPRIATE ACTION ON CREATION OF MAINTENANCE MECHANIC II FOR FACILITIES MANAGEMENT DEPARTMENT. (ROBERT RIVERA, P.E. COUNTY ROAD ENGINEER, ROAD & BRIDGES DEPARTMENT)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

ITEM #12 DISCUSS AND TAKE APPROPRIATE ACTION ON REQUEST OF CIVIL SERVICE COMMISSION'S COUNTY BUDGET, FOR FISCAL YEAR 1995-1996. (MARY JO LEE, PERSONNEL DIRECTOR)

ACTION: \_\_\_\_\_  
\_\_\_\_\_

PUBLIC COMMENT:  
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