



# COUNTY OF EL PASO

CIVIL SERVICE COMMISSION  
500 E. SAN ANTONIO, RM. 302  
EL PASO, TEXAS 79901  
(915) 546-2218  
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## MINUTES OF JULY 2, 1996

### REGULAR MEETING

COMMISSIONERS PRESENT: MICHAEL C. CROWLEY, CHAIRMAN  
LOUIS E. ZUNIGA, COUNTY COMMISSIONER *MC*  
DANIEL G. MENA, COUNTY COMMISSIONER

OTHERS PRESENT: MARY JO LEE, PERSONNEL DIRECTOR  
ESTELA SALGADO, RECORDING SECRETARY

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The El Paso County Civil Service Commission met in Commissioner's Court Chambers, Room 303 and was called to order at 2:10 P.M. by Michael C. Crowley, Chairman, Civil Service Commission.

MOTION #1  
ITEM #1 APPROVED.

Discuss and take appropriate action on minutes of regular meeting of June 4, 1996 and special meeting of June 21, 1996. (Mary Jo Lee, Personnel Director)

ACTION: It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to accept the minutes of the regular meeting of June 4, 1996 and special meeting of June 21, 1996 as submitted by Mary Jo Lee, Personnel Director.

MOTION CARRIED.

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MOTION #2  
ITEM #2 DELETED.

Discuss and take appropriate action with respect to Civil Service Commission Protection for Adult Probation Officers. (Luis Baeza, AFSCME, Local #59)

ACTION: It was moved by Michael C. Crowley, and seconded by Daniel G. Mena to delete the item with respect to Civil Service Commission protection for Adult Probation Officers, as requested by Luis Baeza, AFSCME Representative, Local 59.

MOTION CARRIED.

MOTION #7  
ITEM #3 TABLED.

Discuss, clarify and take action in reference to Rule 1.32 of the Civil Service Rules & Regulations regarding Nepotism. (Humberto Ornelas, President, El Paso County Employees Association)

ACTION: It was moved by Daniel G. Mena and seconded by Michael C. Crowley to table the matter in reference to Rule 1.32 of the Civil Service Rules & Regulations regarding Nepotism. The Commission requested a proposed definition of "Nepotism" from union organizations, and the County Attorney's Office to be submitted for the August 6, 1996 Civil Service Commission Meeting.

MOTION CARRIED

MOTION #3  
ITEM #4 APPROVED

Discuss and take appropriate action on the approval of the newly created job description of Lake Attendant for Ascarate Park. (Pat Alderton, Acting Director, Ascarate Park Aquatics Facilities)

ACTION: It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to approve the newly created job description of Lake Attendant for Ascarate Park as submitted by Pat Alderton, Acting Director, Ascarate Park Aquatics Facilities)

MOTION CARRIED.

MOTION#8  
ITEM #5 TABLED.

Discuss and take appropriate action on the following items submitted by Dr. Juan U. Contin, Medical Examiner:

Additional guidelines to be followed as per job description regarding Medical Examiner Investigators staying in the office during their shift.

**ACTION:** It was moved by Louis E. Zuniga and seconded by Daniel G. Mena to table the additional guidelines to be followed as per job description regarding Medical Examiner Investigators staying in the office during their shift as submitted by Dr. Juan U. Contin, Medical Examiner. The matter was tabled at the request of Jorge Larios, Interim Administrator, Medical Examiner Department.

MOTION CARRIED

MOTION #9  
ITEM #6 DELETED.

Discuss and take appropriate action on extending temporary status for Jorge Larios, Medical Examiner Investigator, for an additional 6 months. (Dr. Juan U. Contin, County Medical Examiner)

**ACTION:** It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to delete the matter on extending temporary status for Jorge Larios, Medical Examiner Investigator, for an additional 6 months as submitted by Dr. Juan U. Contin, County Medical Examiner. The deletion of the item was requested by Jorge Larios, Interim Administrator, Medical Examiner Department, due to the fact that the issue has been resolved by Commissioners' Court.

MOTION CARRIED

GRIEVANCES

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).

MOTION #4  
ITEM #7 TABLED.

RICHARD BOWMAN, INVESTIGATOR, MEDICAL EXAMINER DEPARTMENT  
- BILL ELLIS, ATTORNEY AT LAW (JUAN U. CONTIN, MEDICAL  
EXAMINER)

ACTION: It was requested by Mr. Bill Ellis, Attorney at Law to  
table the grievance submitted by his client Richard  
Bowman, Investigator, Medical Examiner Department. The  
matter will be discussed at the next regularly scheduled  
meeting of the Civil Service Commission, August 6, 1996.

MOTION CARRIED

MOTION #5  
ITEM #8 TABLED

DANIEL FLORES, INVESTIGATOR, MEDICAL EXAMINER DEPARTMENT  
- BILL ELLIS, ATTORNEY AT LAW (JUAN U. CONTIN, MEDICAL  
EXAMINER)

ACTION: It was requested by Mr. Bill Ellis, Attorney at Law to  
table the grievance submitted by his client Daniel  
Flores, Investigator, Medical Examiner Department. The  
matter will be discussed at the next regularly scheduled  
meeting of the Civil Service Commission, August 6, 1996.

MOTION CARRIED.

GRIEVANCES

MOTION #6  
ITEM #9 TABLED.


LETICIA JARVIS, INVESTIGATOR, MEDICAL EXAMINER DEPARTMENT  
- BILL ELLIS, ATTORNEY AT LAW (JUAN U. CONTIN, MEDICAL  
EXAMINER)

ACTION: It was requested by Mr. Bill Ellis, Attorney at Law to  
table the grievance submitted by her client Leticia  
Jarvis, Investigator, Medical Examiner Department. The  
matter will be discussed at the next regularly scheduled  
meeting of the Civil Service Commission, August 6, 1996.

MOTION CARRIED.

MEETING ADJOURNED

By motion of Michael Crowley seconded by Louis E. Zuniga, the  
meeting was adjourned at 2:52 p.m.

  
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MICHAEL C. CROWLEY, CHAIRMAN

  
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ESTELA SALGADO, RECORDING SECRETARY