



COUNTY OF EL PASO

CIVIL SERVICE COMMISSION
500 E. SAN ANTONIO, RM. 302
EL PASO, TEXAS 79901
(915) 546-2218
FAX (915) 546-8126

COMMISSION MEETING AGENDA

DATE: FEBRUARY 4, 1997
TIME: 2:00 P.M.
PLACE: COMMISSIONERS' COURT CHAMBERS
ROOM 303, 3RD FLOOR, COUNTY COURTHOUSE
POSTED: FRIDAY, JANUARY 31, 1997

OPEN MEETING:

ITEM #1 Discuss and take appropriate action on minutes of rescheduled meeting of January 14, 1997.

ACTION: _____

ITEM #2 Discuss and approve the addition of the term "maternity leave" under the Sick Leave Policy. (Trini Munoz, SEIU #100)

ACTION: _____

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TUESDAY, FEBRUARY 4, 1997

ITEM #3 Discuss and amend Appendix D "Family Medical Leave"; to include "Eligible Events". (Trini Munoz, SEIU #100)

ACTION:

ITEM #4 To discuss Rule 1.06 of the El Paso County Civil Service Rules & Regulations. (Trini Munoz, SEIU #100)

ACTION:

ITEM #5 Discuss and implement the Texas Code annotated Section 151.902 - "Employment Contracts in County with Population of 500,000 or more". (Trini Munoz, SEIU #100)

ACTION:

ITEM #6 Discuss and take appropriate action on an addition to the El Paso County Civil Service Rules and Regulations pertaining to the reinstatement of benefits under the heading Re-employment. (Mary Jo Lee, Personnel Director)

ACTION:

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ITEM #7 Discuss and take appropriate action on request to reconsider the Commission's decision of January 14, 1997 that the positions of Chief Deputy and Automobile Director be excluded from Civil Service Coverage pursuant to Section II (b) of the Civil Service Rules & Regulations. (Victor A. Flores, Tax Assessor, County Tax Office)

ACTION: _____

ITEM #8 Discuss and take appropriate action on the approval of the newly created job description of Operations/Liaison Officer for the County Tax Office and said position to be a non-covered position under the Civil Service Rules & Regulations. (Victor A. Flores, Tax Assessor, County Tax Office)

ACTION: _____

ITEM #9 Discuss and take appropriate action on an appeal that was filed by Leticia Jarvis to reconsider the action taken January 14, 1997 on her request to become a recipient of donated vacation time. (Leticia Jarvis)

ACTION: _____

ITEM #10 Reconsider item approved January 14, Personnel Department procedures for posting job vacancies. (Mary Jo Lee, Personnel Director)

ACTION: _____

ITEM #11 Accept letter from Hector Enriquez to assume responsibility for the selection of all persons who are to be considered for employment within his department. (Hector Enriquez, County Clerk)

ACTION: _____

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).

ITEM #12 EVELIA O. GROLOU, CUSTODIAN, FACILITIES DEPARTMENT -
TRINI MUNOZ, SEIU #100 (TED TRAFFANSTED, FACILITIES
MANAGER)

ACTION: _____

ITEM #13 LETICIA JARVIS, INVESTIGATOR, MEDICAL EXAMINER'S OFFICE -
RANDOLPH J. ORTEGA, ATTORNEY AT LAW - (TIMOTHY BYRNE,
ADMINISTRATOR, MEDICAL EXAMINER DEPARTMENT)

ACTION: _____



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EMERGENCY ITEM

DATE: FEBRUARY 4, 1997
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ROOM 303, 3RD FLOOR, COUNTY COURTHOUSE
POSTED: TUESDAY, FEBRUARY 4, 1997

ITEM #1 Discuss and take action appropriate on a request from Regina Torrez, County Attorney's Office, to be a recipient for donated Vacation Leave. Pursuant to Section 551.045 of the Local Government Code, this item is "a reasonably unforeseeable situation" that requires immediate action.

ACTION: _____
