



## COUNTY OF EL PASO

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

### MINUTES OF APRIL 1, 1997

COMMISSIONERS PRESENT: MICHAEL C. CROWLEY, CHAIRMAN  
DANIEL G. MENA, COUNTY COMMISSIONER

MC

ABSENT: LOUIS E. ZUNIGA, COUNTY COMMISSIONER  
MARY JO LEE, PERSONNEL DIRECTOR

OTHERS PRESENT: TERRI ALMONTE, PERSONNEL ANALYST  
ESTELA SALGADO, RECORDING SECRETARY

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The El Paso County Civil Service Commission met in Commissioners' Court Chambers, Room 303 and was called to order at 2:01 p.m. by Michael C. Crowley, Chairman, Civil Service Commission.

MOTION #1  
ITEM #1 APPROVED.

Discuss and take appropriate action on minutes of March 4, 1997 with amendment to Item #9. (Mary Jo Lee, Personnel Director)

ACTION: It was moved by Daniel G. Mena and seconded by Michael C. Crowley to approve the minutes of regularly scheduled Civil Service Meeting of March 4, 1997 with amendment to Item #9 submitted by Mary Jo Lee, Personnel Director.

MOTION CARRIED.

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MOTION #2  
ITEM #2 APPROVED.

Discuss and take appropriate action to approve the revised Job Descriptions for Guardianship Investigator and Probate Assistant I Positions, for the El Paso County Probate Court Department. (Max Higgs, Probate Judge)

**ACTION:** It was moved by Daniel G. Mena and seconded by Michael C. Crowley to approve the revised Job Descriptions for Guardianship Investigator and Probate Assistant I Positions, for the El Paso County Probate Court Department submitted by Max Higgs, Probate Judge.

MOTION CARRIED.

MOTION #3  
ITEM #3 TABLED.

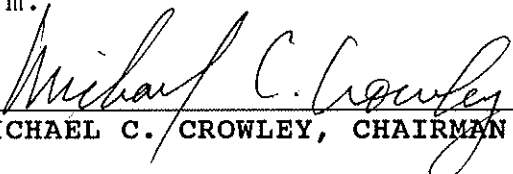
Discuss and take appropriate action to reopen the decision of the Civil Service Commission on the grievance filed by Ms. Evelia Grolou on her termination from employment with the Facilities Management Department.

**ACTION:** It was moved by Daniel G. Mena and seconded by Michael C. Crowley to table the request made by Trini Munoz, SEIU #100, to reopen the decision of the Civil Service Commission on the grievance filed by Ms. Evelia Grolou on her termination from employment with the Facilities Management Department. The matter will be posted for the next Civil Service Commission meeting of May 6, 1997.

MOTION CARRIED.

MEETING ADJOURNED

By motion of Daniel G. Mena seconded by Michael C. Crowley, the meeting was adjourned at 2:10 p.m.

  
MICHAEL C. CROWLEY, CHAIRMAN

  
ESTELA SALGADO, RECORDING SECRETARY