



EL PASO COUNTY
CIVIL SERVICE COMMISSION
COMMISSION MEETING AGENDA

REGULAR MEETING

DATE: DECEMBER 2, 1997
TIME: 2:00 P.M.
PLACE: COMMISSIONERS' COURT CHAMBERS
ROOM 303, 3RD FLOOR, COUNTY COURTHOUSE
POSTED: MONDAY, NOVEMBER 24, 1997

OPEN MEETING:

ITEM #1 Discuss and take appropriate action on minutes of regularly Civil Service Commission meeting of November 4, 1997. (Mary Jo Lee, Personnel Director)

ACTION: _____

ITEM #2 Discuss and approve the newly created job description of Deputy Medical Examiner for the Medical Examiner's Office. (Jorge A. Larios, Interim/Administrator)

ACTION: _____

ITEM #3 Discuss and approve the newly created job description of Administrative Assistant for the Medical Examiner's Office. (Jorge A. Larios, Interim/Administrator)

ACTION: _____

GRIEVANCE

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 #4 JOHN C. KELLER, CASHIER CLERK, ASCARATE GOLF COURSE - MICHAEL VILLALBA, ATTORNEY AT LAW (PAT ALDERTON, PARKS & RECREATION DIRECTOR)

ACTION: _____
