



## 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 MAY 4, 1999

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

OTHERS PRESENT: TERRI ALMONTE, INTERIM PERSONNEL DIRECTOR  
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 2:05 p.m. by Michael C. Crowley, Chairperson.

MOTION#1  
ITEM #1 **APPROVED.**

Discuss and take appropriate action on minutes of regularly scheduled Civil Service Commission meeting of April 6, 1999. (Terri Almonte, Interim Personnel Director)

**ACTION:** It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to approve the minutes of the regularly scheduled meeting of April 6, 1999 as submitted by Terri Almonte, Interim Personnel Director.

VOTE: YES - Crowley, Mena, Zuniga

MOTION CARRIED.

PAGE 2  
CIVIL SERVICE COMMISSION  
MINUTES OF MAY 4, 1999

MOTION #2  
ITEM #2 DELETED.

Discuss and take appropriate action on a newly created job description of "Assistant Court Coordinator," for the West Texas Impact Court. (William Moody , District Judge)

**ACTION:** It was moved by Daniel G. Mena and seconded by Michael C. Crowley to delete Item #2 on the approval of a newly created job description of "Assistant Court Coordinator", for the West Texas Impact Court. The El Paso County Civil Service Commission has no jurisdiction on the matter.

VOTE: YES - Crowley, Mena, Zuniga

MOTION CARRIED.

MOTION #3  
ITEM #3 APPROVED.

Discuss and take appropriate action on the approval of the newly created job description of "Accounting Manager", for the County Tax Office. (Victor Flores, County Tax Assessor Collector)

**ACTION:** It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to approve the newly created job description of "Accounting Manager", for the County Tax Office. (Victor Flores, County Tax Assessor Collector)

VOTE: YES - Crowley, Mena, Zuniga

MOTION CARRIED.

MOTION #4  
ITEM #4 TABLED.

Discuss and take appropriate action on a grievance filed by Roberto Flores, Golf Course Foreman, dated March 23, 1999. (Roberto Flores, Ascarate Golf Course - Mario J. Martinez, Attorney at Law) (Pat Alderton, Parks & Recreation Director)

**ACTION:** It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to table the matter on a grievance filed by Roberto Flores, Golf Course Foreman, dated March 23, 1999, as requested by grievant's attorney, Mario J. Martinez. The item will be heard June 1, 1999 at 2:00 p.m.

**VOTE:** YES - Crowley, Mena, Zuniga

**MOTION CARRIED.**

**MOTION #5**  
**ITEM #5 DELETED.**

Discuss and take appropriate action on a grievance filed/dated April 8, 1999 by Pat Bustamante, Legal Secretary III, as whether the El Paso County Civil Service Commission has jurisdiction on the matter. (Pat Bustamante, Legal Secretary III) (Jose Rodriguez, County Attorney)

**ACTION:** It was moved by Daniel G. Mena and seconded by Michael C. Crowley to accept letter of withdrawal submitted by Pat Bustamante on a grievance filed/dated April 8, 1999 by Ms. Bustamante, Legal Secretary III, County Attorney's Office.

**VOTE:** YES - Crowley, Mena, Zuniga

**MOTION CARRIED.**

**GRIEVANCE**

**MOTION #6**  
**ITEM #6 TABLED.**

ROBERTO FLORES, GOLF COURSE FOREMAN, - MARIO J. MARTINEZ, ATTORNEY AT LAW (PAT ALDERTON, PARKS & RECREATION DIRECTOR)

PAGE 4  
CIVIL SERVICE COMMISSION  
MINUTES OF MAY 4, 1999

**ACTION:** It was moved by Daniel G. Mena and seconded by Louis E. Zuniga to table the grievance filed by Roberto Flores, Utility Worker I, Ascarate Golf Course, as requested by grievant's attorney, Mario J. Martinez. The grievance will be heard June 1, 1999 at 2:00 p.m.


**VOTE:** YES - Crowley, Mena, Zuniga

MOTION CARRIED.

MEETING ADJOURNED

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

MOTION CARRIED.

  
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MICHAEL C. CROWLEY, CHAIRMAN

  
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ESTELA SALGADO, RECORDING SECRETARY