



COUNTY OF EL PASO

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

Commissioners
Larry Day
Doug Hamilton

MINUTES OF FEBRUARY 6, 2001

COMMISSIONERS PRESENT: *DH* DOUG HAMILTON, ACTING CHAIRMAN
LARRY DAY, COMMISSIONER
BLUFORD B. SANDERS JR., CHAIRMAN

OTHERS PRESENT: ROBERT M. ALMANZÁN,
HUMAN RESOURCES DIRECTOR

TERRI ALMONTE, EMPLOYMENT MANAGER
ESTELA SALGADO, RECORDING SECRETARY

The El Paso County Civil Service Commission met in Commissioners' Court Chambers, Room 303 and was called to order at 2:00 p.m. by Bluford B. Sanders, Chairman.

MOTION #1 **APPROVED/RESIGNATION**
MOTION #2 **TABLED.**
ITEM #1

Discuss and take appropriate action on whether a county employee can serve on the Civil Service Commission Board. (Robert M. Almanzán, Human Resources Director)

ACTION: FIRST MOTION

It was moved by Acting Chairman, Doug Hamilton and seconded by Larry Day to accept resignation of Bluford B. Sanders Jr., Chairman, employee of the county for the Public Defender's Office, from the Civil Service Commission Board.

VOTE: YES - Hamilton, Day

MOTION CARRIED.

SECOND MOTION

It was moved by Acting Chairman, Doug Hamilton and seconded by Larry Day to table the matter indefinitely on whether a county employee can serve on the Civil Service Commission Board.

VOTE: YES - Hamilton, Day,

MOTION CARRIED.

ITEM #2

Discuss and take appropriate action on minutes of the rescheduled Civil Service Commission meeting of January 9, 2001. (Robert M. Almanzán, Human Resources Director)

ACTION: Acting Chairman, Doug Hamilton stated that if there were no additions or corrections to the rescheduled Civil Service Commission meeting of January 9, 2001 they would be filed as published.

MOTION #3
ITEM #3

APPROVED.

Discuss and approve a request from Francisca Acevedo, Deputy Clerk, County Clerk's Office to be a recipient for donated Vacation Leave. (Francisca Acevedo, Deputy Clerk)

ACTION: It was moved by Larry Day and seconded by Acting Chairman, Doug Hamilton to approve the request on Pool Vacation Leave submitted by Francisca Acevedo, Deputy Clerk to be a recipient for donated Vacation Leave.

VOTE: YES - Hamilton, Day

MOTION CARRIED.

MOTION #4 **APPROVED.**
ITEM #4

Accept the names of the employees submitted by Jose Rodriguez, County Attorney designated to be considered as non-covered in reference to Rule 1.09 (b) of the Civil Service Rules & Regulations Book. (Annabel Perez, Division Unit Chief)

ACTION: It was moved by Larry Day and seconded by Doug Hamilton, to accept the names of the employees submitted by Jose Rodriguez, County Attorney, designated to be considered as non-covered in reference to Rule 1.09 (b) of the Civil Service Rules and Regulations Book as follows:

Myrna Hernandez, Administrative Assistant
Sue Collins, Office Manager
Manuel Aguirre, Chief Investigator

VOTE: YES - Hamilton, Day

MOTION CARRIED.

GRIEVANCE

EXECUTIVE SESSION: ACTING CHAIRMAN, DOUG HAMILTON ANNOUNCED THAT THE CIVIL SERVICE COMMISSION WOULD RECESS INTO EXECUTIVE SESSION AT 2:13 P.M. TO CONSIDER EMPLOYEE GRIEVANCE PURSUANT TO TEXAS GOVERNMENT CODE SEC. 551.074, SUBSECTIONS II AND PURSUANT TO SECTIONS 551.001.

ACTING CHARIMAN, DOUG HAMILTON, ANNOUNCED THAT THE COMMISSION WOULD RECESS INTO CLOSED SESSION AT 3:10 P.M. TO DELIBERATE.

MEETING RECONVENED

ACTING CHARIMAN, DOUG HAMILTON, ANNOUNCED THAT THE COMMISSION WOULD RECESS INTO REGULAR OPEN SESSION AFTER EXECUTIVE SESSION AT 3:33 P.M.

MOTION #5 REINSTATED/NO BACKPAY & 3 DAY SUSPENSION
ITEM #5

ANA PATRICIA GONZALEZ, LEGAL SECRETARY (CLARA M. HERNANDEZ, PUBLIC DEFENDER)

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ACTION: It was moved by Acting Chairman, Doug Hamilton and seconded by Larry Day that Ana Patricia Gonzalez, Legal Secretary I, Public Defender's Office, be reinstated on the 19th of February 2001 with no backpay. Furthermore, the Commission moved that Ms. Gonzalez be given a (3) three day suspension with no pay; effective February 19-21.

VOTE: YES - Hamilton, Day


MOTION CARRIED.

MEETING ADJOURNED

By motion of Larry Day and seconded by Doug Hamilton, the meeting was adjourned at 3:35 p.m.

VOTE: YES - Hamilton, Day

MOTION CARRIED.



DOUG HAMILTON, ACTING CHAIRMAN



ESTELA SALGADO, RECORDING SECRETARY

cc: Dolores Briones, County Judge