



# COUNTY OF EL PASO

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

*Chairman*  
*L. Carlos Sandoval*

*Commissioners*  
*Johnny Kilgore*  
*Ralph Adame*

## MINUTES OF APRIL 4, 2006

COMMISSIONERS PRESENT: L. CARLOS SANDOVAL, CHAIRMAN   
JOHNNY KILGORE, COMMISSIONER

ABSENT: RAFAEL ADAME, COMMISSIONER

OTHERS PRESENT: ROBERT M. ALMANZÁN,  
HUMAN RESOURCES DIRECTOR  
ESTELA SALGADO, RECORDING SECRETARY  
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE

---

The El Paso County Civil Service Commission met in Commissioners' Courtroom and was called to order at 2:15 p.m. by L. Carlos Sandoval, Chairman.

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

Discuss and take appropriate action on minutes of the Civil Service Commission regularly scheduled meeting of February 7, 2006, special meeting of February 21, 2006, regularly scheduled meeting of March 7, 2006 and special meeting of March 14, 2006. (Robert Almanzan, Human Resources, Director)

**ACTION:** It was moved by Chairman Sandoval and seconded by Commissioner Kilgore to approve the minutes of the Civil Service Commission regularly scheduled meeting of February 7, 2006, special meeting of February 21, 2006. The minutes of regularly scheduled meeting of March 7, 2006 and special meeting of March 14, 2006 were postponed until the next scheduled Civil Service Commission meeting.

PAGE 2  
CIVIL SERVICE MINUTES  
APRIL 4, 2006

VOTE: YES – Sandoval, Kilgore

ABSENT: Adame

MOTION CARRIED.

**MOTION #2 APPROVED.**

ITEM #2

Discuss and take appropriate action to approve a request from Cindy Avalos, Legal Secretary I, County Attorney's office, to be a recipient for donated vacation leave. (Cindy Avalos)

**ACTION:** It was moved by Commissioner Kilgore and seconded by Chairman Sandoval to approve a request from Cindy Avalos, Legal Secretary I, County Attorney's office, to be a recipient for donated vacation leave.

VOTE: YES –Sandoval, Kilgore

ABSENT: Adame

MOTION CARRIED.

**MOTION #3 APPROVED.**

ITEM #3

Discuss and take appropriate action to approve a request from Melissa Hernandez-Urbina, Computer Systems Support Analyst, District Clerk's office, to be a recipient for donated vacation leave. (Melissa Hernandez-Urbina)

**ACTION:** It was moved by Commissioner Kilgore and seconded by Chairman Sandoval to approve a request from Melissa Hernandez-Urbina, Computer Systems Support Analyst, District Clerk's office, to be a recipient for donated vacation leave.

VOTE: YES –Sandoval, Kilgore

ABSENT: Adame

MOTION CARRIED.

**NO ACTION TAKEN**  
ITEM #4

Discuss and take appropriate action on potential changes to the El Paso County Civil Service Rules & Regulations Book. (Robert Almanzan, Human Resources, Director)

**ACTION:** No action was taken on potential changes to the El Paso County Civil Service Rules & Regulations Book. The Commission agreed that the Human Resources Department, County Attorney's office and Mr. Bill Arballo, Afscome Representative, would meet on April 18, 2006 to further discuss the issues and would present the changes to the Civil Service Commission to review at the May meeting.

**MOTION #4 APPROVED.**  
ITEM #5

Discuss and take appropriate action to approve a request from Rachel Fino, Assistant Council of Judges Adm., Council of Judges office, to be a recipient for donated vacation leave. (Rachel Fino)

**ACTION:** It was moved by Commissioner Kilgore and seconded by Chairman Sandoval to approve a request from Rachel Fino, Assistant Council of Judges, Council of Judges office, to be a recipient for donated vacation leave.

**VOTE:** YES –Sandoval, Kilgore

**ABSENT:** Adame

**MOTION CARRIED.**

**MEETING ADJOURNED**

On this day, there being no further business to discuss, the meeting was adjourned at 3:24 p.m.



L. CARLOS SANDOVAL, CHAIRMAN



ESTELA SALGADO, RECORDING SECRETARY

cc: Dolores Briones, County Judge