

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

**SPECIAL MEETING AGENDA
3:00 P.M., THURSDAY, FEBRUARY 16, 2012
COMMISSIONER'S COURTROOM, ROOM 303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

Kelly Dickson, Commissioner

Lee Urias, Commissioner

OPEN MEETING

NOTICE TO THE PUBLIC

All matters listed under the Consent Agenda will be considered by the Civil Service Commissioners to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Court or persons in the audience request that specific items be removed from the Consent Agenda to the Regular Agenda for discussion prior to the time the Court votes on the motion to adopt the Consent Agenda.

PUBLIC COMMENT

Speaker's choice: Five (5) minutes per person during this segment regarding any items or three (3) minutes per person on each item as it appears on the agenda. The same will apply to any interest group consisting of three or more representatives.

CONSENT AGENDA

- 1. DISCUSS AND TAKE APPROPRIATE ACTION ON MINUTES OF THE CIVIL SERVICE COMMISSION REGULARLY SCHEDULED MEETING OF JANUARY 3, 2012.**

--Betsy C. Keller, Human Resources

REGULAR AGENDA

- 2. DISCUSS AND TAKE APPROPRIATE ACTION TO THE RE-NOMINATE MR. SERVANDO HERNANDEZ OR SELECT NOMINEE(S) FOR COMMISSIONER'S COURT FOR THE EL PASO COUNTY ETHICS COMMISSION FOR THE TERM THAT BEGINS FEBRUARY 1, 2012.**

--Betsy C. Keller, Human Resources

3. **DISCUSS AND TAKE APPROPRIATE ACTION ON A NEW RECLASSIFICATION POLICY FOR THE CIVIL SERVICE RULES & REGULATIONS.**
--Betsy C. Keller, Human Resources
4. **DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE REVISED JOB DESCRIPTION OF HUMAN RESOURCES ASSISTANT DIRECTOR FOR THE HUMAN RESOURCES DEPARTMENT.**
-- Elsie West, Human Resources
5. **DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE REVISED JOB DESCRIPTION OF GIS MANAGER FOR THE PUBLIC WORKS DEPARTMENT.**
--Elsie West, Human Resources
6. **DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE NEWLY CREATED JOB DESCRIPTION OF INFORMATION TECHNOLOGY PROJECT MANAGER AND ELIMINATE THE BUSINESS APPLICATION PROJECT ADMINISTRATOR (P-22) POSITION.**
--Elsie West, Human Resources

GRIVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE §551.074

7. **DISCUSS A GRIEVANCE FILED/DATED DECEMBER 13, 2011 REGARDING JUAN ANTONIO FLORES PERTAINING TO *TERMINATION RULE 7.09(D)*. (Juan Antonio Flores, Truck Driver, Intermediate.) (Ernesto Carrizal, Public Works Director- John Valdez, Senior Trial Attorney)**

OPEN SESSION

8. **TAKE APPROPRIATE ACTION ON A GRIEVANCE FILED/DATED DECEMBER 13, 2011 REGARDING JUAN ANTONIO FLORES PERTAINING TO *TERMINATION RULE 7.09(D)*. (Juan Antonio Flores, Truck Driver, Intermediate.) (Ernesto Carrizal, Public Works Director- John Valdez, Senior Trial Attorney)**
9. **ADJOURN**