

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

REGULAR MEETING AGENDA
1:00 P.M., TUESDAY, MARCH 13, 2012
COMMISSIONER'S COURTROOM, ROOM 303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901

FILED FOR RECORD
IN MY OFFICE

2012 MAR -9 A 11:48

Robin Dickson
COUNTY CLERK
EL PASO COUNTY, TEXAS

Carol Garcia, Chair

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 SPECIAL MEETING OF FEBRUARY 16, 2012.**
--Betsy C. Keller, Human Resources
2. **DISCUSS AND TAKE APPROPRIATE ACTION ON THE REQUESTS FROM EMPLOYEE(S) LISTED IN THE BACK UP TO BE RECIPIENTS OF DONATED VACATION LEAVE.**
--Betsy C. Keller, Human Resources

REGULAR AGENDA

3. **DISCUSS AND TAKE APPROPRIATE ACTION TO ESTABLISH AN ACTING CHAIR FOR THE CIVIL SERVICE COMMISSION UNTIL ONE IS APPOINTED BY COMMISSIONERS COURT.**
--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

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE §551.074

5. **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)
6. **DISCUSS A GRIEVANCE FILED/DATED DECEMBER 22, 2011 REGARDING CHARLES DALY PERTAINING TO *FIVE (5) DAY SUSPENSION & RULE 7.09(B) & (D)*.**
-- (Charles Daly, Client Server/Programmer-Rhonda Cates, Attorney at Law) (Peter Cooper, Chief Technology Officer-Gabriella Edwards, Senior Trial Attorney)

OPEN SESSION

7. **TAKE APPROPRIATE ACTION ON A GRIEVANCE FILED/DATED DECEMBER 13, 2011 REGARDING JUAN ANTONIO FLORES PERTAINING TO *TERMINATION AND RULE 7.09(D)*.**
-- (Juan Antonio Flores, Truck Driver, Intermediate) (Ernesto Carrizal, Public Works Director- John Valdez, Senior Trial Attorney)
8. **TAKE APPROPRIATE ACTION ON A GRIEVANCE FILED/DATED DECEMBER 22, 2011 REGARDING CHARLES DALY PERTAINING TO *FIVE (5) DAY SUSPENSION & RULE 7.09(B) & (D)*.**
-- (Charles Daly, Client Server/Programmer-Rhonda Cates, Attorney at Law) (Peter Cooper, Chief Technology Officer-Gabriella Edwards, Senior Trial Attorney)
9. **ADJOURN**