

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

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

Carol Garcia, Chair

Kelly Dickson, Commissioner

Lee Urias, Commissioner

OPEN MEETING

The meeting was called to order at 1:08 p.m. Commissioner Garcia was absent. Staff present were Kevin McCary from the County Attorney's Office, and Melissa Carrillo, Verence Acosta, Estela Salgado, and Gabby Esquivel from the Human Resources Department.

PUBLIC COMMENT

NO PUBLIC COMMENT

APPROVED - CONSENT AGENDA

MARCH 13, 2012

MOTION #1 (ITEMS #1 & 2)

- 1. DISCUSS AND TAKE APPROPRIATE ACTION ON MINUTES OF THE CIVIL SERVICE COMMISSION SPECIAL MEETING OF FEBRUARY 16, 2012.**

- 2. DISCUSS AND TAKE APPROPRIATE ACTION ON THE REQUESTS FROM EMPLOYEE(S) LISTED IN THE BACK UP TO BE RECIPIENTS OF DONATED VACATION LEAVE.**

On this day, on motion of Commissioner Dickson, seconded by Commissioner Urias, it is the order of the Commission to approve Consent Agenda Items 1 & 2.

VOTE: YES - Urias, Dickson

NO: None

REGULAR AGENDA

MARCH 13, 2012

MOTION #2 (ITEM #3)

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

On this day, on motion of Commissioner Urias, seconded by Commissioner Kelly Dickson, it is the order of the Commission that Commissioner Kelly Dickson act as temporary chair to serve for Civil Service Commission board, until Commissioners Court appoints one.

VOTE: YES - Urias, Dickson

NO: None

MARCH 13, 2012

MOTION #3 (ITEM #4)

DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE REVISED JOB DESCRIPTION OF HUMAN RESOURCES ASSISTANT DIRECTOR FOR THE HUMAN RESOURCES DEPARTMENT.

On this day, on motion of Acting Chair Dickson seconded by Commissioner Urias, it is the order of the Commission to delete Item #4 due to the fact that it had already been approved at the February 2012 meeting.

VOTE: YES - Urias, Dickson

NO: None

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE §551.074

On this day HR staff announced that the Civil Service Commission would remain in open session to discuss Item #6 and Item #8 at 1:20 p.m. pursuant to Texas Government Code § 551.074.

OPEN SESSION:

MARCH 13, 2012

MOTION #4 (ITEM #6 & 8)

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)

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)

On this day, on motion of Acting Chair Dickson seconded by Commissioner Urias, it is the order of the Commission to postpone a grievance filed/dated December 22, 2011 regarding Charles Daly, Client Server/Programmer, pertaining to a five (5) day suspension and Rule 7.09 (B) and (D). The grievance will be heard at the next regularly scheduled meeting of April 3, 2012.

VOTE: YES - Urias, Dickson

NO: None

EXECUTIVE SESSION

On this day, HR staff announced that the Civil Service Commission would recess into executive session at 1:25 p.m. to discuss the following item, pursuant to *Texas Government Code §551.074* The Court would reconvene to take official action.

MARCH 13, 2012

Items #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)

On this day the Civil Service Commission went into open session at 3:03 p.m.

OPEN SESSION

MARCH 13, 2012

MOTION # 6 (ITEM #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)

On this day, it was moved by Commission Urias, and seconded by Acting Chair Dickson to uphold the Termination and deny the Grievance filed/dated December 13, 2011 regarding Juan Antonio Flores pertaining to Termination and Rule 7.09 (D)

VOTE: YES - Urias, Dickson

NO: None

MEETING ADJOURNED

MARCH 13, 2012

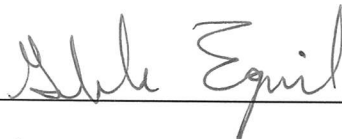
(MOTION #7)

On this day, there being no further business to discuss, Acting Chair, Dickson moved to adjourn the meeting at 3:08 p.m., seconded by Commissioner Urias.



04/03/12

KELLY DICKSON, ACTING CHAIR



4/4/12

GABRIELA ESQUIVEL, RECORDING SECRETARY