

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

REGULAR MEETING AGENDA

3:00 P.M., TUESDAY, MAY 1, 2012

COMMISSIONER'S COURTROOM, ROOM 303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901

FILED FOR RECORD
IN MY OFFICE

2012 APR 26 P 3:31

Debra Williams
COUNTY CLERK
EL PASO COUNTY, TEXAS

Kelly Dickson, Acting Chair

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. **APPROVE MINUTES OF THE CIVIL SERVICE COMMISSION SPECIAL MEETING HELD ON APRIL 19, 2012.**
--Betsy C. Keller, Human Resources
2. **APPROVE 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 DELETE APPENDIX F (DISCRIMINATION/SEXUAL HARASSMENT POLICY) FROM THE CURRENT CIVIL SERVICE RULES AND REGULATIONS AND REPLACE WITH THE REVISED ANTI-HARASSMENT POLICY WHICH SHALL BE PLACED AS A NEW SUB-SECTION LABELED 5.08.**
--Melissa Carrillo, Human Resources

4. **DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE NEWLY CREATED COUNTY VEHICLE USE POLICY WHICH SHALL BE PLACED AS A NEW SECTION LABELED 5.09.**
--Sam Trujillo, Human Resources
5. **DISCUSS AND TAKE APPROPRIATE ACTION TO ACCEPT THE DEPARTMENTAL POLICIES FOR THE OFFICE OF CONSTABLE PCT. #1 FOR FILING PURPOSES. (TABLED FROM 04/03/12)**
--Robert White, Constable Precinct #1
6. **DISCUSS AND DETERMINE WHETHER GRIEVANCE OF GUILLERMO GUERRERO, VEHICLE TITLE CLERK, SENIOR, TAX OFFICE, IS WITHIN THE JURISDICTION OF THE EL PASO COUNTY CIVIL SERVICE COMMISSION AND, IF JURISDICTION IS FOUND, HEARING WILL BE HEARD ON THE NEXT REGULAR SCHEDULED CIVIL SERVICE MEETING ON GRIEVANCE OF GUILLERMO GUERRERO, PERTAINING TO DEMOTION & RULES 2.31, 2.32, 2.35, 2.51, 6.02, AND 7.09 (A) (B) & (D).**
--(Guillermo Guerrero, Vehicle Title Clerk, Senior) (Victor Flores, Tax/Assessor Collector -, Ruben Duarte, Senior Trial Attorney)
7. **ADJOURN**

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Robert White
COUNTY CLERK
EL PASO COUNTY, TEXAS