

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

**REGULAR MEETING MINUTES
3:00 P.M., THURSDAY, MAY 1, 2012
COMMISSIONER'S COURTROOM, ROOM 303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

Kelly Dickson, Acting Chair

Lee Urias, Commissioner

OPEN MEETING

The meeting was called to order at 3:04 p.m. Staff present were Kevin McCary from the County Attorney's Office, Melissa Carrillo, Verenice Acosta and Suky Gomez from the Human Resources Department. Others present were Ian Kaplan from the County Attorney's Office.

PUBLIC COMMENT

NO PUBLIC COMMENT

APPROVED - CONSENT AGENDA

MAY 1, 2012

MOTION #1 (ITEM #1 & #2)

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

- 1. APPROVE MINUTES OF THE CIVIL SERVICE COMMISSION SPECIAL MEETING HELD ON APRIL 19, 2012.**
- 2. APPROVE THE REQUESTS FROM EMPLOYEE(S) LISTED IN THE BACK UP TO BE RECIPIENTS OF DONATED VACATION LEAVE.**

VOTE: YES - Urias, Dickson

NO: None

REGULAR AGENDA

MAY 1, 2012

MOTION #2 (ITEM #3)

On this day, on motion of Commissioner Urias, seconded by Acting Chair Dickson, it is the order of the Commission to approve the revised Anti-Harassment Policy and place as a new sub-section labeled 5.08.

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.

VOTE: YES - Urias, Dickson

NO: None

MAY 1, 2012

MOTION #3 (ITEM #4)

On this day, on motion of Commissioner Urias, seconded by Acting Chair Dickson, it is the order of the Commission to approve the new County Vehicle Use Policy with amendments and place as a new section labeled 5.09.

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.

VOTE: YES - Urias, Dickson

NO: None

MAY 1, 2012

MOTION #4 (ITEM #5)

On this day, on motion of Commissioner Urias, seconded by Acting Chair Dickson, it is the order of the Commission to delete this item.

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)

VOTE: YES - Urias, Dickson

NO: None

MAY 1, 2012

MOTION #5 (ITEM #6)

On this day, on motion of Acting Chair Dickson, seconded by Commissioner Urias, it is the order of the Commission to dismiss the grievance based on lack of jurisdiction.

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).

VOTE: YES - Urias, Dickson

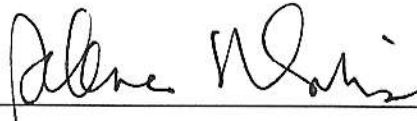
NO: None

MEETING ADJOURNED

MAY 1, 2012

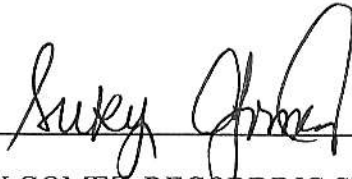
MOTION #7

On this day, there being no further business to discuss, Commissioner Urias moved to adjourn the meeting at 3:38 p.m., seconded by Acting Chair Dickson.



SELENA N. SOLIS, CHAIR

Note: Chair Solis was not present during the May meeting; therefore, after consulting with County Attorney's on the accuracy of these minutes, she has confirmed they are true and correct.



SUKY GOMEZ, RECORDING SECRETARY