

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

REGULAR MEETING AGENDA
1:00 P.M., TUESDAY, AUGUST 7, 2012
COMMISSIONER'S COURTROOM, ROOM 303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901

FILED FOR RECORD
CLERK'S OFFICE

2012 AUG -2 P 12:03

[Signature]
COUNTY CLERK
EL PASO COUNTY, TEXAS

Selena N. Solis, Chair

Grace D. Munoz, Commissioner

Carlos Gomez, 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 MEETING OF JULY 3, 2012.
--Betsy C. Keller, Human Resources
2. DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE NEWLY CREATED JOB DESCRIPTION OF CHILD SUPPORT MANAGER FOR THE DOMESTIC RELATIONS OFFICE.
--Elsie West, Human Resources

3. **NOTIFY THE COMMISSION REGARDING THE COUNTY'S INTENT TO RECONCILE THE CIVIL SERVICE RULES AND REGULATIONS AND EMPLOYEE HANDBOOK BY CONVERTING BOTH SETS OF RULES INTO ONE POLICY MANUAL.**
--Melissa Carrillo, Human Resources

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE §551.074

4. **DISCUSS A GRIEVANCE FILED/DATED MAY 18, 2012 REGARDING VERONICA CELERINO PERTAINING TO TERMINATION & RULES 7.09(B) & (D). (POSTPONED FROM JULY 3, 2012)**
-- (Veronica Celerino, Office Specialist, Senior – Daniel Robledo, Attorney at Law)
(Norma Favela, District Clerk – John Valdez, Senior Trial Attorney)

OPEN SESSION

5. **TAKE APPROPRIATE ACTION ON GRIEVANCE FILED/DATED MAY 18, 2012 REGARDING VERONICA CELERINO PERTAINING TO TERMINATION & RULES 7.09(B) & (D). (POSTPONED FROM JULY 3, 2012)**
-- (Veronica Celerino, Office Specialist, Senior – Daniel Robledo, Attorney at Law)
(Norma Favela, District Clerk – John Valdez, Senior Trial Attorney)

6. **ADJOURN**

FILED FOR RECORD
COUNTY CLERK
EL PASO, TEXAS
2012 AUG -2 PM 12:03