

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

**REGULAR MEETING AGENDA
1:00 P.M., TUESDAY, DECEMBER 4, 2012
COMMISSIONER'S COURTROOM, ROOM 303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

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 THE MINUTES OF THE REGULARLY SCHEDULED CIVIL SERVICE COMMISSION MEETING OF NOVEMBER 6, 2012.**
--Betsy C. Keller, Human Resources

REGULAR AGENDA

2. **DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO EL PASO COUNTY CIVIL SERVICE COMMISSION RULES REGARDING SETTLEMENT NEGOTIATIONS AND FILING REQUIREMENTS AND PROCEDURES.**

--Kevin McCary, County Attorney's

INFORMATIVE ITEM:

3. **NOTIFY THE COMMISSIONERS ON THE CHANGE TO THE APPROVAL PROCESS OF JOB DESCRIPTIONS.**

--Elsie West, Human Resources

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE §551.074

4. **DISCUSS A GRIEVANCE FILED/DATED OCTOBER 12, 2012 REGARDING DEBORAH M. COPELAND PERTAINING TO TERMINATION & RULE 7.09 (D) & 6.02 (D). (POSTPONED FROM 11/06/2012)**

-- (Deborah M. Copeland, Office Specialist, Intermediate – William R. Copeland, Attorney at Law) (Norma L. Favela, District Clerk – Ruben Duarte, Senior Trial Attorney)

OPEN SESSION

5. **TAKE APPROPRIATE ACTION ON A GRIEVANCE FILED/DATED OCTOBER 12, 2012 REGARDING DEBORAH M. COPELAND PERTAINING TO TERMINATION & RULE 7.09 (D) & 6.02 (D). (POSTPONED FROM 11/06/2012)**

-- (Deborah M. Copeland, Office Specialist, Intermediate – William R. Copeland, Attorney at Law) (Norma L. Favela, District Clerk – Ruben Duarte, Senior Trial Attorney)

6. **ADJOURN**