

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

**REGULARLY SCHEDULED MINUTES
1:15 P.M., TUESDAY, AUGUST 5, 2014
COMMISSIONER'S COURTROOM, ROOM 301
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

**Chair
Mike Avila**

Mary Lou Camarena, Commissioner

OPEN MEETING

The meeting was called to order at 1:25 p.m. Commissioners present were Mike Avila and Mary Lou Camarena. Staff present were Kevin McCary from the County Attorney's Office, and Melissa M. Carrillo, Elsie West, Ludy Velo and Reginal Powe from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

APPROVE – CIVIL SERVICE MINUTES OF JUNE 3, 2014

AUGUST 5, 2014

MOTION #1 (ITEM #1)

Approve the minutes of the regularly scheduled Civil Service Commission meeting of June 3, 2014.

--Betsy C. Keller, Human Resources

On this day, on motion of Commissioner Camarena and seconded by Commissioner Avila, it is the order of the Commission to approve the June 3, 2014 minutes of the Civil Service Commission.

VOTE: YES- Camarena, Avila

NO: None

PRESENTATION

NO ACTION (ITEM #3)

Presentation given by Melissa Carrillo to the Civil Service Commission, regarding the Civil Service Rules & Regulations in an online capacity. Information provided to the Commission on how to access the online policies.

Melissa Carrillo, Human Resources

REGULAR AGENDA

MOTION #2 (ITEM #3)

Discuss and take appropriate action of a new Performance Management Policy adopted by the Court and delete Section 7.05-7.08 of the Current Civil Service Rules & Regulations. All corrections will be made to the new online version of policies and civil service rules.

- Melissa Carrillo, Human Resources

On this day, on motion of Commissioner Camarena and seconded by Commissioner Avila, it is the order of the Commission to receive the new Performance Management Policy and delete Section 7.05-7.08 of the Current Civil Service Rules & Regulations.

VOTE: YES- Camarena, Avila

NO: None

MOTION #3 (ITEM #4)

Discuss and take appropriate action regarding civil service grievances filed by the employees of the Juvenile Probation Department, including possible adoption of a standing order that would order Human Resources not to accept grievances from these employees.

- Kevin McCrary, County Attorney's Office

On this day, on motion of Commissioner Camarena seconded by Commissioner Avila, it is the order of the Commission to approve a standing order that would prevent Human Resources from accepting grievances from Juvenile Probation Department employees.

VOTE: YES- Camarena, Avila

NO: None

NO ACTION (ITEM #5)

Notify the Civil Service Commission of the new El Paso County Constables' Office Policies and Procedures. Per civil Service Rules and Regulations Section I - 1.09

Any Elected Official/Department Head shall have the right to promulgate rules and regulations regarding the operation of his department, and the conduct of the employees therein, provided that such rules do not conflict with these Rules. A copy of all such rules and regulations shall be filed with the El Paso County Civil Service Commission.

- Jacob Wedemeyer, County Attorney's Office

MEETING ADJOURNED

MOTION #3 (ITEM #4)

On this day, there being no further business to discuss, Commissioner Camarena moved to adjourn the meeting at 1:50p.m., seconded by Commissioner Avila.

VOTE: YES- Camarena, Avila
NO- None

EXAMINED AND APPROVED THIS 2ND DAY IN SEPTEMBER 2014



MIKE AVILA, CHAIR



LUDY VELO, RECORDING SECRETARY

