

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

REGULARLY SCHEDULED MINUTES
1:15 P.M., TUESDAY, SEPTEMBER 2, 2014
COMMISSIONER'S COURTROOM, ROOM 301
500 E. SAN ANTONIO
EL PASO, TEXAS 79901

Chair
Mike Avila

Commissioner
Mary Lou Camarena

OPEN MEETING

The meeting was called to order at 1:24 p.m. Commissioners present were Mike Avila and Mary Lou Camarena. Staff present were Ian R. Kaplan from the County Attorney's Office, and 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 AUGUST 5, 2014

SEPTEMBER 2, 2014

MOTION #1 (ITEM #1)

Approve the minutes of the regularly scheduled Civil Service Commission meeting of August 5, 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 August 5, 2014 minutes of the Civil Service Commission.

VOTE: YES- Camarena, Avila

NO: None

REGULAR AGENDA

MOTION # 2(ITEM #2)

Discuss and take appropriate action regarding the meeting times of the Civil Service Commission regular meetings.

--Mike Avila, Commissioner

On this day, on motion of Commissioner Camarena and seconded by Commissioner Avila, it is the order of the Commission to move the regular meetings to 1:00 p.m.

VOTE: YES- Camarena, Avila

NO: None

NO ACTION (ITEM #3)

Notify the Commission of a revised "Pay Upon Separation of Employment" policy that will be placed for adoption by the Court and delete Section 2.56 of the Current Civil Service Rules & Regulations. All corrections will be made to the new online version of policies and civil service rules.

--Melissa M. Carrillo, Human Resources

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 #4)

Notify the Commission of a revised "Vacation Leave" policy that will be placed for adoption by the Court and delete Section 4.07 – 4.13 of the Current Civil Service Rules & Regulations. All corrections will be made to the new online version of policies and civil service rules.

-- Melissa M. Carrillo, Human Resources

OPEN SESSION

MOTION #3 (ITEM #10)

Take appropriate action on grievance/filed dated July 01, 2014, by Reynaldo Chavez, Parks Manager, Public Works Department, pertaining to Suspension.

-- (Reynaldo Chavez, Parks Manager) (Amy Monsivais, Assistant County Attorney)

On this day, on motion of Commissioner Camarena, seconded by Commissioner Avila, it is the order of the Commission to grant a continuance to the grievance/filed dated July 01, 2014, by Reynaldo Chavez, Parks Manager, Public Works Department, pertaining to Suspension.

-- (Reynaldo Chavez, Parks Manager) (Amy Monsivais, Assistant County Attorney)

MOTION # 4 (ITEM #8)

Take appropriate action on grievance/filed dated July 02, 2014, by Alfonso Frias, Deputy Constable, Precinct 4, pertaining to Policy 5.08 Anti-harassment Policy.

-- (Alfonso Frias, Deputy Constable, Precinct 4) (Jim Jopling, Legal Representative)
(Ralph Girvin, Assistant County Attorney)

On this day, on motion of Commissioner Camarena, seconded by Commissioner Avila, it is the order of the Commission to grant a continuance to the grievance/filed dated July 02, 2014, by Alfonso Frias, Deputy Constable, Precinct 4, pertaining to Policy 5.08 Anti-harassment Policy.

-- (Alfonso Frias, Deputy Constable, Precinct 4) (Jim Jopling, Legal Representative)
(Ralph Girvin, Assistant County Attorney)

MOTION # 5 (ITEM #9)

Take appropriate action on grievance/filed dated June 27, 2014, by Andres Lagunas, Team Leader, Juvenile Probation Department, pertaining to Termination.

-- (Andres Lagunas, Team Leader -- Jim Jopling, Legal Representative) (Kathleen Anderson, Assistant County Attorney)

On this day, on motion of Commissioner Avila, seconded by Commissioner Camarena, it is the order of the Commission to Dismiss the grievance/filed dated June 27, 2014, by Andres Lagunas, Team Leader, Juvenile Probation Department, pertaining to Termination.

-- (Andres Lagunas, Team Leader -- Jim Jopling, Legal Representative) (Kathleen Anderson, Assistant County Attorney)

MEETING ADJOURNED

MOTION #6 (ITEM #11)

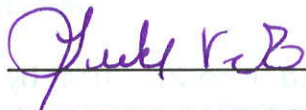
On this day, there being no further business to discuss, Commissioner Avila moved to adjourn the meeting at 1:35 p.m., seconded by Commissioner Camarena.

VOTE: YES- Camarena, Avila
NO- None

EXAMINED AND APPROVED THIS 6TH DAY IN OCTOBER 2014



MIKE AVILA, CHAIR



LUDY VELO, RECORDING SECRETARY