

COUNTY OF EL PASO



**CIVIL SERVICE COMMISSION
REGULAR SCHEDULED MINUTES
1:00 P.M., TUESDAY, DECEMBER 02, 2014
COMMISSIONERS COURT ROOM #303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

**Chair
Mike Avila**

**Commissioners
Mary Lou Camarena
Matthew Keats**

OPEN MEETING

The meeting was called to order at 1:06 p.m. Commissioners present were Mike Avila, Mary Lou Camarena and Matthew Keats. Staff present were Ian R. Kaplan from the County Attorney's Office, and Elsie West, Maria Gonzalez, and Ludy Velo from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

APPROVE – CIVIL SERVICE MINUTES OF NOVEMBER 18, 2014

DECEMBER 02, 2014

MOTION #1 (ITEM #1)

Approve the minutes of the regularly scheduled Civil Service Commission meeting of November 18, 2014.

--Betsy C. Keller, Human Resources

On this day, on motion of Commissioner Keats and seconded by Commissioner Camarena, it is the order of the Commission to approve the November 18, 2014 minutes of the Civil Service Commission.

VOTE: YES- Avila, Camarena, Keats

NO: None

REGULAR AGENDA

MOTION #2 (ITEM #5 & 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 Avila, seconded by Commissioner Keats, it is the order of the Commission to delete 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)

VOTE: YES- Avila, Camarena, Keats

NO: None

OPEN SESSION

MOTION #3 (ITEM #2)

Discuss and take appropriate action to approve policies regarding civil service coverage and exemptions and replace any previous versions of the policies.

--Betsy C. Keller, Human Resources

On this day, on motion of Commissioner Camarena and seconded by Commissioner Keats, it is the order of the Commission to approve the agenda item with an amendment to include the Administrative Assistant, Intermediate position for Justice of the Peace Precincts only to be added to the list of Section B Positions Not Covered per Civil Service Rule.

VOTE: YES- Avila, Camarena, Keats

NO: None

EXECUTIVE SESSION:

DECEMBER 02, 2014

MOTION # 4 (ITEM #3 & 6)

On this day, HR staff announced that the Civil Service Commission recessed into executive session at 1:30 p.m. pursuant to Texas Government Code §551.074 The court reconvened at 3:11 p.m. to take official action.

OPEN SESSION

Take appropriate action on grievance/filed dated October 07, 2014, by Charles W. Agan, Deputy constable Pct. #7, pertaining to Termination, Policy 2.21, 2.53, 2.55, 5.08, 6.08, 6.09.

-- (Charles W. Agan, Deputy Constable Pct. #7) (Eduardo Miranda, Legal Representative)
(Christina Sanchez, Assistant County Attorney)

On this day, on motion of Commissioner Keats, seconded by Commissioner Camarena, it is the order of the Commission to uphold the termination on grievance/filed dated October 07, 2014, by Charles W. Agan, Deputy constable Pct. #7, pertaining to Termination, Policy 2.21, 2.53, 2.55, 5.08, 6.08, 6.09.

VOTE: YES- Avila, Camarena, Keats

NO: None

EXECUTIVE SESSION:

DECEMBER 02, 2014

MOTION #5 (ITEM #4 & 7)

On this day, HR staff announced that the Civil Service Commission recessed into executive session at 4:32 p.m. pursuant to Texas Government Code §551.071 The court reconvened at 4:35 p.m. to take official action.

OPEN SESSION

Take appropriate action on grievance/filed dated July 01, 2014, by Reynaldo Chavez, Parks Manager, Public Works Department, pertaining to Suspension, Policy 7.09 d.

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

On this day, on motion of Commissioner Keats, seconded by Commissioner Camarena, it is the order of the Commission to reduce the Suspension by one week and to reinstate his missed pay and benefits of one week with Commissioners Court approval on grievance/filed dated July 01, 2014, by Reynaldo Chavez, Parks Manager, Public Works Department, pertaining to Suspension, Policy 7.09 d.

VOTE: YES- Avila, Camarena, Keats

NO: None

MEETING ADJOURNED

MOTION #6 (ITEM #7)

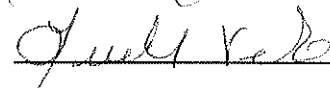
On this day, there being no further business to discuss, Commissioner Avila moved to adjourn the meeting at 4:36 p.m., seconded by Commissioner Keats.

VOTE: YES- Avila, Camarena, Keats
NO- None

EXAMINED AND APPROVED THIS 3RD DAY IN FEBRUARY 2015



MIKE AVILA, CHAIR



LUDY VELO, RECORDING SECRETARY