

COUNTY OF EL PASO



**CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES
1:00 P.M., TUESDAY, FEBRUARY 2, 2016
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 1:03 p.m. Commissioners present were Mike Avila, Mary Lou Camarena and Matthew Keats. Staff present were Michael Wyatt from the County Attorney's Office, and Melissa Carrillo, Elsie West, Michelle Cochrane, Claudia Garcia, Raul Barraza, and Verenice Acosta from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

APPROVE – CIVIL SERVICE MINUTES OF JANUARY 20, 2016

FEBRUARY 2, 2016

MOTION #1 (ITEM #1)

Approve the minutes of the Civil Service Commission special meeting of January 20, 2016.
--Melissa M. Carrillo, 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 January 20, 2016 minutes of the Civil Service Commission.

VOTE: YES- Avila, Camarena and Keats

NO: None

REGULAR AGENDA

FEBRUARY 2, 2016

ITEM #2

Notify the Civil Service Commission regarding the Dress Code Policy from the El Paso County Public Works Department Policies and Procedures Manual.

-- Pat Adatao, Public Works Director

On this day, the Civil Service Commission was notified of the Dress Code Policy from the El Paso County Public Works Department Policies and Procedures Manual and no action needed to be taken.

FEBRUARY 2, 2016

MOTION #2 (ITEM #3)

Discuss and take appropriate action to revise the "Effective Date of Separation" section of the Civil Service Rules and Regulations.

--Melissa M. Carrillo, 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 revised "Effective Date of Separation" section of the Civil Service Rules and Regulations.

VOTE: YES- Avila, Camarena and Keats

NO: None

OPEN SESSION

FEBRUARY 2, 2016

ITEM #4

Discuss jurisdictional issue on grievance filed/dated December 7, 2015 regarding, Javier Gonzalez, Heavy Equipment Operator, Senior, and if the Commission does find jurisdiction, discuss a Grievance filed/dated December 7, 2015 by Javier Gonzalez, Heavy Equipment Operator, Senior, pertaining to termination - Scope of Grievance Appeal Procedures section A. 1 and A. 4 and removal of employment too severe and not consistent with Table of Penalties.

-- (Javier Gonzalez, Heavy Equipment Operator, Senior, Road and Bridge), (Kevin McCary, Assistant County Attorney)

EXECUTIVE SESSION:

FEBRUARY 2, 2016

MOTION #3 (ITEM #4)

On this day, HR staff announced that the Civil Service Commission recessed into executive session at 1:07 p.m. pursuant to Texas Government Code §551.074. The court reconvened at 3:52 p.m. to take official action.

OPEN SESSION

FEBRUARY 2, 2016

MOTION #4 (ITEMS #4 AND #7)

Take appropriate action on grievance/filed dated December 7, 2015 by Javier Gonzalez, Heavy Equipment Operator, Senior, pertaining to termination – Scope of Grievance Appeal Procedures section A. 1 and A. 4 and removal of employment too severe and not consistent with Table of Penalties.

-- (Javier Gonzalez, Heavy Equipment Operator, Senior, Road and Bridge), (Kevin McCary, Assistant County Attorney)

On this day, the Civil Service Commission accepted jurisdiction on Grievance/filed dated December 7, 2015 by Javier Gonzalez pertaining to his termination. On motion of Commissioner Camarena, and seconded by Commissioner Avila, it is the order of the Commission to overturn the termination of Mr. Javier Gonzalez. The Commission recommends a demotion but does not recommend back pay. Finally, it was recommended that Mr. Javier Gonzalez be reinstated in his new position by March 1st, 2016 and all of his benefits and accruals be reinstated as if he had never left.

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

OPEN SESSION

FEBRUARY 2, 2016

MOTION #5 (ITEMS #5 AND #8)

Discuss a Grievance filed/dated December 4, 2015 by Maria G. Ornelas, Center Coordinator, pertaining to Disciplinary Action - Scope of Grievance appeal procedures 7.09 d.

-- (Maria G. Ornelas, Center Coordinator, Community Services Department),
(Jed Untereker, Assistant County Attorney)

Take appropriate action on grievance/filed dated December 4, 2015 by Maria G. Ornelas, Center Coordinator, pertaining to Disciplinary Action - Scope of Grievance appeal procedures 7.09 d.

-- (Maria G. Ornelas, Center Coordinator, Community Services Department),
(Jed Untereker, Assistant County Attorney)

On this day, the Civil Service Commission was informed by Assistant County Attorney Jed Untereker that Grievance filed/dated December 4, 2015 by Maria G. Ornelas was settled and Maria G. Ornelas withdrew her grievance and would not be presenting it today. On motion of Commissioner Keats and seconded by Commissioner Avila, it is the order of the Commission to dismiss items 5 and 8 listed on agenda pertaining to grievance filed by Maria G. Ornelas.

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

OPEN SESSION

FEBRUARY 2, 2016

ITEM #6

Discuss a Grievance filed/dated December 23, 2015 by Monica Hernandez, Probation Officer, pertaining to her termination, which cited unlawful discrimination and retaliation.

-- (Monica Hernandez, Probation Officer, Senior, Domestic Relations Office), (Jed Untereker, Assistant County Attorney)

EXECUTIVE SESSION:

FEBRUARY 2, 2016

MOTION #6 (ITEM #6)

On this day, HR staff announced that the Civil Service Commission recessed into executive session at 3:58 p.m. pursuant to Texas Government Code §551.074. The court reconvened at 6:00 p.m. to take official action.

OPEN SESSION

FEBRUARY 2, 2016

MOTION #7 (ITEMS #6 AND #9)

Take appropriate action on grievance/filed dated December 23, 2015 by Monica Hernandez, Probation Officer, pertaining to her termination, which cited unlawful discrimination and retaliation.

-- (Monica Hernandez, Probation Officer, Domestic Relations Office), (Jed Untereker, Assistant County Attorney)

On this day, on motion of Commissioner Keats and seconded by Commissioner Camarena, it is the order of the Commission to uphold the termination of Monica Hernandez.

VOTE: YES- Avila, Camarena and Keats

NO: None

MEETING ADJOURNED

MOTION #8 (ITEM #10)

On this day, there being no further business to discuss, Commissioner Keats moved to adjourn the meeting at 6:01 p.m., seconded by Commissioner Avila.

VOTE: YES- Avila, Camarena and Keats

NO- None

EXAMINED AND APPROVED THIS 3RD DAY IN MAY 2016



MIKE AVILA, CHAIR



RAUL BARRAZA, RECORDING SECRETARY