

COUNTY OF EL PASO



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*Debra Briones*  
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**CIVIL SERVICE COMMISSION  
SPECIAL MEETING AGENDA (AMENDED)  
1:00 P.M., TUESDAY, DECEMBER 19, 2017  
COMMISSIONERS COURT ROOM #303  
500 E. SAN ANTONIO  
EL PASO, TEXAS 79901**

**Chair  
Matthew Keats**

**Commissioners  
Raul Campos  
Lee Rodriguez**

**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.

All matters listed on the Consent or Regular **Agenda** may be discussed in executive session at the option of the El Paso County Civil Service Commission and following oral announcement, if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

**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 Civil Service Commission meeting of November 7, 2017.  
--Melissa M. Carrillo, Human Resources Department

**REGULAR AGENDA**

2. Discuss and take appropriate action to approve the calendar for 2018 regularly scheduled Civil Service Commission meetings.  
-- Melissa M. Carrillo, Human Resources Department
3. Notify the Civil Service Commission regarding the Policies and Procedures from the El Paso County Economic Development Department.  
-- Jose Quinonez, Economic Development Department
4. Notify the Civil Service Commission regarding the revised Sick Leave Pool Policy from the El Paso County Human Resources Department.  
-- Melissa M. Carrillo, Human Resources Department
5. Discuss and take appropriate action regarding Grievant's Motion to exclude witnesses and exhibits untimely produced by El Paso County.  
-- Melissa M. Carrillo, Human Resources Department

**EXECUTIVE SESSION**

**GRIEVANCE**  
**PURSUANT TO TEXAS GOVERNMENT CODE**  
**§551.074**

6. Discuss a Grievance filed/dated November 9, 2017 and an Amended Grievance filed/dated November 20, 2017 by Jacob L. Garcia, Criminal Justice Supervisor, pertaining to Suspension without pay, and Termination (Harassment).  
-- (Jacob L. Garcia, Criminal Justice Supervisor, Criminal Justice Department)  
(Donnie McGilbra, Assistant County Attorney)

**OPEN SESSION**

7. Take appropriate action on a Grievance filed/dated November 9, 2017 and an Amended Grievance filed/dated November 20, 2017 by Jacob L. Garcia, Criminal Justice Supervisor, pertaining to Suspension without pay, and Termination (Harassment).  
-- (Jacob L. Garcia, Criminal Justice Supervisor, Criminal Justice Department)  
(Donnie McGilbra, Assistant County Attorney)
8. ADJOURN