

COUNTY OF EL PASO



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2019 JUN 24 AM 11:28

*Debi Jones*

CIVIL SERVICE COMMISSION  
REGULAR MEETING AGENDA  
1:00 P.M., THURSDAY, JUNE 27, 2019  
COUNTY JUDGES CONFERENCE ROOM #301  
500 E. SAN ANTONIO  
EL PASO, TEXAS 79901

**Chair**  
Matthew Keats

**Commissioners**  
Raul Campos  
Sharon Voelz

**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**

**CONSENT AGENDA**

1. Approve the minutes of the Civil Service Commission Special Meeting of April 15, 2019.  
--Melissa M. Carrillo, Human Resources Department

**REGULAR AGENDA**

2. Discuss and take appropriate action to approve the Office Policies from the Justice of the Peace Precinct #6-1.  
-- Judge Ruben Lujan, Justice of the Peace Precinct #6-1

3. Discuss and take appropriate action to approve the Civil Service Commission 2018 Annual Report.  
--Melissa M. Carrillo, Human Resources Department
  4. Discuss and take appropriate action to approve the revised County Holiday Policy.  
--Melissa M. Carrillo, Human Resources Department
  5. Discuss and take appropriate action to approve the revised Overpayments, Underpayments, & Repayment Policy.  
--Melissa M. Carrillo, Human Resources Department
  6. Discuss and take appropriate action to delete the postponed agenda item #6 from the February 5, 2019 Regular Meeting that reads "Discuss and take appropriate action to approve the Human Resources Department Employee Handbook from the El Paso County Human Resources Department."  
-- Melissa M. Carrillo, Human Resources Department
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7. Discuss and take appropriate action to determine Jurisdiction on Grievance filed/dated May 13, 2019 by Judge Ruben Lujan, Justice of the Peace Precinct #6-1.  
-- Judge Ruben Lujan, Justice of the Peace Precinct #6-1

## **GRIEVANCES**

### **EXECUTIVE SESSION** **PURSUANT TO TEXAS GOVERNMENT CODE §551.074**

8. Discuss a Grievance filed/dated December 19, 2018 by Gilbert Mijarez, Public Works Building Manager, Facilities Maintenance Department, pertaining to Termination.  
-- (Gilbert Mijarez, Public Works Building Manager, Facilities Maintenance Department)  
(Ian Kaplan, Assistant County Attorney)
9. Discuss a Grievance filed/dated December 10, 2018 by Marcos Chavez, Sgt. Deputy Constable, Constable Precinct #3, pertaining to Termination.  
-- (Marcos Chavez, Sgt. Deputy Constable, Constable Precinct #3)  
(Amanda Frizzelle, Assistant County Attorney)

## **OPEN SESSION**

10. Take appropriate action on a Grievance filed/dated December 19, 2018 by Gilbert Mijarez, Public Works Building Manager, Facilities Maintenance Department, pertaining to Termination  
-- (Gilbert Mijarez, Public Works Building Manager, Facilities Maintenance Department)  
(Ian Kaplan, Assistant County Attorney)

11. Take appropriate action on a Grievance filed/dated December 10, 2018 by Marcos Chavez, Sgt. Deputy Constable, Constable Precinct #3, pertaining to Termination.  
-- (Marcos Chavez, Sgt. Deputy Constable, Constable Precinct #3)  
(Amanda Frizzelle, Assistant County Attorney)

12. ADJOURN