

This meeting may include one or more Commissioners that will participate by videoconference, and El Paso County employees that will participate by videoconference, which is allowed pursuant to Texas Government Code Section 551.127. A quorum of the Civil Service Commission will be physically present at the Enrique Moreno Courthouse, 500 East San Antonio, 3rd floor, room 303, El Paso, Texas 79901. The meeting is open to the public during the open portions of the meeting, and the Commissioner participating by video conference shall be visible and audible to the public for as long as the Commissioner is able to participate. If you are wanting to provide a public comment, you are required to leave a message with your phone number prior to the meeting by dialing 888-835-7276 or 888-8 EL PASO. You will be contacted when it is time to address the Civil Service Commission.

EL PASO COUNTY



CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES 1:00 P.M., TUESDAY, NOVEMBER 1, 2022

Interim Chair
Sharon Voelz (Present)

Commissioners
Raul Campos (Present)
Laura Urrutia (Present)

OPEN MEETING

NOTICE TO THE PUBLIC

The meeting was called to order at 1:01p.m. Commissioners present were Chair Voelz, Commissioner Campos, and Commissioner Urrutia. Staff present were Ana Schumacher, Reginal Powe, Michelle Cochrane, Socorro Gomez, and Christina Arroyo from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

David Guzman introduced AFSCME to the Civil Service Commission and requested being able to have agenda item for the next meeting

CONSENT AGENDA

NOVEMBER 1, 2022

MOTION 1 (ITEM #1)

Approve the minutes of the Civil Service Commission Regular Meeting of November 1, 2022.

--Michelle Cochrane, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to approve the September 20, 2022, Regular Meeting Minutes of the Civil Service Commission.

VOTE:
YES- Campos, Urrutia, Voelz
NO: None

REGULAR AGENDA

NOVEMBER 1, 2022

MOTION 2 (ITEM #2)

Discuss and take appropriate action to approve the calendar for the 2023 regularly scheduled Civil Service Commission Meetings.
-- Michelle Cochrane, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to approve the calendar for the 2023 regularly scheduled Civil Service Commission Meetings

VOTE:
YES- Campos, Urrutia, Voelz
NO: None

NOVEMBER 1, 2022

MOTION 3 (ITEM #3)

Discuss and take appropriate action to approve the Policies and Procedures from the El Paso County Clerk's Office pages 15-17. OP-22-585
-- Delia Briones, County Clerk's Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to approve the Policies and Procedures from the El Paso County Clerk's Office Pages 15-17.

VOTE:
YES- Campos, Urrutia, Voelz
NO: None

NOVEMBER 1, 2022

MOTION 4 (ITEM #4)

Discuss and take appropriate action to approve the Policy and Procedure Handbook from the El Paso County, Justice of the Peace #4. OP-22-391
-- Judge Rebecca Bustamante, Justice of the Peace #4

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to postpone the Policy and Procedure Handbook from the El Paso County, Justice of the Peace #4.

VOTE:

YES- Campos, Urrutia, Voelz

NO: None

NOVEMBER 1, 2022

(ITEM #5)

Receive the El Paso County, Code of Ethics training presentation from the Human Resources Department.

-- Michelle Cochrane, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to postpone the Code of Ethics training presentation from the Human Resources Department

NOVEMBER 1, 2022

(ITEM #6)

Receive a presentation from the County Attorney's Office regarding the Texas Open Meetings Act and Public Information Act.

-- Ana Schumacher, County Attorney's Office

NO ACTION

On this day, it is the order of the Commission to open Public Comment section

NOVEMBER 1, 2022

MOTION 5 (ITEM #7)

ADJOURN

On this day, there being no further business to discuss, on motion of Commissioner Campos and seconded by Commissioner Urrutia the meeting adjourned at 1:30p.m.

VOTE:

YES- Campos, Urrutia, Voelz

NO: None

EXAMINED AND APPROVED THIS 6TH DAY IN DECEMBER 2022



SHARON VOELZ, CHAIR



SOCORRO GOMEZ, RECORDING SECRETARY