



COUNTY OF EL PASO

CIVIL SERVICE COMMISSION
500 E. SAN ANTONIO, RM. 302
EL PASO, TEXAS 79901
(915) 546-2218
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COMMISSIONERS:

LUPE BAIN, CHAIRPERSON
RICHARD YETTER
MARIO J. MARTINEZ

REGULAR MEETING

DATE: MARCH 7, 1994
TIME: 4:00 P.M.
**PLACE: COMMISSIONERS' COURT CHAMBERS
ROOM 303 3RD FLOOR, COUNTY COURTHOUSE**
POSTED: THURSDAY, MARCH 3, 1994

OPEN MEETING:

ITEM #1 Discuss and take appropriate action on minutes of regular meeting of February 7, 1994, and special meeting of February 16, 1994. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #2 Discuss and take appropriate action on status of County attorneys's employees covered by Civil Service Rules and Regulations and the briefing by Attorney Stewart Forbes on case #94-1707 to include payment voucher for services rendered. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #3 Discuss and take appropriate action on whether or not various county agencies that have sought or are claiming exclusion from Civil Service System are doing so in compliance with State Law and the County Civil Service Rules & Regulations to various county employees. (Communications Workers of America Local 6100 & El Paso County Employees Association.)

ACTION: _____

ITEM #4 Discuss and take appropriate action on an Employee Orientation for El Paso County employees, from the Civic Center department. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

GRIEVANCE

EXECUTIVE SESSION: REGULAR SESSION FOR THE VOTE IF EXECUTIVE SESSION IS NOT WAIVED. PURSUANT TO OPEN MEETING LAW NO. 6 SECTION 2 (E) N AND (G)

ITEM #5 LIDIA SAMANIEGO, CLERK, DISTRICT CLERK'S OFFICE (EDIE RUBALCABA, DISTRICT CLERK.)

ACTION:

ITEM #6 RAUL SAMBRANO, CUSTODIAN SUPERVISOR, FACILITIES MANAGEMENT (CARLOS SAUCEDO, INTERIM DIRECTOR)

ACTION:

ITEM #7 Discuss and take appropriate action on approval of a drug free workplace County Policy. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #8 Discuss and take appropriate action on Personnel's Departmental Report for the month of January 1994. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION:

ITEM #9 Discuss and take appropriate action on type of leave to be granted for county employees to attend, grievance hearings. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #10 Discuss and take appropriate action on county employees' Civil Service Rules Orientations and specific issues brought to the attention of the Civil Service Commissioner. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #11 Discuss and take appropriate action on Civil Service Rule 5.16, Substance Abuse Policy. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #12 Discuss and take appropriate action on Rule 9.01-9.05, Political Involvement. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #13 Discuss and take appropriate action on "Rule 8.25 & 8.26" regarding grounds to reopen a case after a determination has been rendered. (Richard Yetter, Civil Service Commissioner.)

ACTION: _____

ITEM #14 Discuss and take appropriate action on requesting a dual tape recorder with build in microphone for Civil Service Commission. (Richard Yetter, Civil Service Commissioner.)

ACTION: _____

ITEM #15 Discuss and take appropriate action on complaints against County Employees. (Nita Corral-Nava, Director of Personnel & Civil Service Adm.)

ACTION: _____

ITEM #16 Discuss and take appropriate action on analysis by department of extent of lack of County replacement policy. (Gene Weigel, Risk Manager.)

ACTION: _____

ITEM #17 Discuss and take appropriate action on approval of the job description of a Communication Technician Assistant. (Bill Reed, Communication Technician.)

ACTION: _____
