



**EL PASO COUNTY  
CIVIL SERVICE COMMISSION**

**COMMISSION MEETING AGENDA**

**REGULAR MEETING**

**DATE: NOVEMBER 01, 1994**

**TIME: 2:00 P.M.**

**PLACE: COMMISSIONERS' COURT CHAMBERS  
ROOM 303 3RD FLOOR, COUNTY COURTHOUSE**

**POSTED: OCTOBER 27, 1994**

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**OPEN MEETING:**

**ITEM #1** Discuss and take appropriate action on minutes of regular meeting of October 11, 1994 and minutes of special meeting of October 19, 1994. (Mary Jo Lee, Interim Director)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

**ITEM #2** Discuss and take appropriate action on Pooled Vacation Leave Request. (Ana L. Barraza, Legal Secretary, 327th District Court)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

**ITEM #3** Discuss and take appropriate on posting, within the Personnel/Civil Service Department, the Civil Service Agenda containing matters coming before the Commission, (AFSCME Local 59, Trini Munoz).

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

**AN EQUAL OPPORTUNITY EMPLOYER**

ITEM #4 Discuss and take appropriate action with respect to Rule 2.75, concerning compensatory time for FLSA Exempt employees, whereby Exempt employees would receive compensatory time at the rate of time and one half for hours worked over 40 in a week. (AFSCME Local 59, Trini Munoz)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #5 Discuss and repeal Rule 4,48, to read accrued sick leave, 4.49 1, 2, 3, 4, 5, and 4.51 to read "accrued sick leave with a limit of 18.48 hours transferred voluntarily by regular employees". (AFSCME Local 59, Trini Munoz)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #6 Discuss and take appropriate action on approval of job descriptions for newly created positions as follows:  
(Robert Rivera, Road & Bridges Department)

(a) Eliminate a Precinct Foreman position and create the position of Road Superintendent at Garde 5E;

**ACTION:**  
#6 (a) \_\_\_\_\_

(b) Change the title of two Precinct Foremen to Maintenance Foreman at Grade 4E;

**ACTION:**  
#6 (b) \_\_\_\_\_

(c) Eliminate an Ass't. Precinct Foreman position and create the position of Construction Foreman at Grade 4E;

**ACTION:**  
#6 (c) \_\_\_\_\_

(d) Eliminate an Auto Mechanic III position and create the position of Equipment Maintenance Foreman at Grade 4E;

**ACTION:**  
#6 (d) \_\_\_\_\_

ITEM #7 Discuss and take appropriate action on approval of the following job description: Civil Service Support Clerk, and request for change in job grade designation/job description duties for the Personnel Clerk. (Mary Jo Lee, Interim Personnel Director).

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #8 Discuss and take appropriate action on approval of the revised job description for position of Investigator, with in the County Attorney's office. (Jose Rodriguez, County Attorney)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

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

**GRIEVANCE**

ITEM #9 AMELIA IBANEZ, HOUSEKEEPER, MAINTENANCE DEPARTMENT.  
(Carlos Saucedo, Interim Director, Maintenance Department)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #10 EVELIA ORTEGA, HOUSEKEEPER, MAINTENANCE DEPARTMENT.  
(Carlos Saucedo, Interim Director, Maintenance Department)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

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ITEM #11 DARCEY J. GALINDO, ASSISTANT SUPERVISOR, COUNTY TAX OFFICE AND OTHER TAX OFFICE EMPLOYEES. (JAMES HICKS, TAX ASSESSOR, COUNTY TAX OFFICE)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #12 DANIEL FLORES, MEDICAL EXAMINER INVESTIGATOR, MEDICAL EXAMINER'S OFFICE. (JUAN U. CONTIN, MEDICAL EXAMINER, MEDICAL EXAMINER'S OFFICE)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #13 "E. DEMPSEY GUNACA, GRIEVANCE IN VIOLATION OF RULE # 2.02. (County Personnel Director)."

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_