



EL PASO COUNTY  
CIVIL SERVICE COMMISSION

COMMISSION MEETING AGENDA

REGULAR MEETING

DATE: NOVEMBER 7, 2000  
TIME: 2:00 P.M.  
PLACE: COMMISSIONERS' COURT CHAMBERS  
ROOM 303, 3RD FLOOR, COUNTY COURTHOUSE  
POSTED: TUESDAY, OCTOBER 31, 2000

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OPEN MEETING:

ITEM #1 Discuss and take appropriate action on minutes of regularly scheduled Civil Service Commission meeting of September 5, 2000. (Terri Almonte, Human Resources Interim Director)

ACTION:

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ITEM #2 Discuss and take appropriate action to approve the job description of "**Senior Deputy Clerk/Assistant Commissioner's Court Recorder**" to support the creation of a new position in the County Clerk's Office. (Renslar Keagle, Office Manager/Network Engineer)

ACTION:

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**PAGE 2**  
**NOVEMBER 7, 2000**  
**CIVIL SERVICE AGENDA**

ITEM #3 Discuss and take appropriate action to approve the following job descriptions for the Council of Judges office as follows: (Mike Izquierdo, Executive Director)

(a) **Approve the revised job description of "Court Interpreter".**

**ACTION:**

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(b) **Approve the newly created job description of "Senior Court Interpreter."**

**ACTION:**

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ITEM #4 Discuss and take appropriate action to approve the newly created job description of "**Senior Civil Engineer**" for the Road & Bridge Department. (Robert Rivera, County Public Works Director)

**ACTION:**

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ITEM #5 Discuss and take appropriate action on the newly created position of "**Utility Worker IV**" for the Road & Bridge Department. (Robert Rivera, County Public Works Director)

**ACTION:**

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ITEM #6 Discuss and take appropriate action on selecting the Chairman for the Civil Service Commission. (Civil Service Commission Board)

**ACTION:**

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