



COUNTY OF EL PASO

CIVIL SERVICE COMMISSION
500 E. SAN ANTONIO, RM. 302
EL PASO, TEXAS 79901
(915) 546-2218
FAX (915) 546-8126

MINUTES OF SEPTEMBER 3, 2002

COMMISSIONERS PRESENT: CEZY COLLINS, ACTING CHAIRMAN
ARIEL DUARTE, COMMISSIONER

ABSENT: L. CARLOS SANDOVAL, COMMISSIONER
ROBERT M. ALMANZÁN,
HUMAN RESOURCES DIRECTOR

OTHERS PRESENT: TERRI ALMONTE, EMPLOYMENT MANAGER
ESTELA SALGADO, RECORDING SECRETARY

The El Paso County Civil Service Commission met in Commissioners Court Chambers, Room 303 and was called to order at 2:00 p.m. by Cezy Collins, Acting Chairman.

ITEM #1 **APPROVED WITH MODIFICATIONS**
MOTION #1

Discuss and take appropriate action on minutes of the Civil Service Commission regularly scheduled meeting of July 2, 2002. (Robert M. Almanzán, Human Resources Director)

ACTION: It was moved by Cezy Collins, Acting Chairman and seconded by Ariel Duarte to approve the Civil Service Commission minutes of July 2, 2002 with the following amended to Item #4 pertaining to the job description of Sportspark Assistant Director of Youth Services on SUPERVISES Section to read as follows:

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SEPTEMBER 3, 2002

SUPERVISES: Sportspark/Coliseum ~~Foreman~~ ~~Foreperson~~, Office Manager, Concession Manager, Maintenance Workers during youth events

VOTE: YES – Collins, Duarte

MOTION #2 APPROVED WITH AMENDMENT.
ITEM #2

Discuss and take appropriate action to approve the newly created job description of **Assistant Director/Sports Commission** for the Sportspark/Coliseum Department. (Brian Kennedy, Sports Authority & Tourism Director)

ACTION: It was moved by Ariel Duarte and seconded by Cezy Collins to approve the newly created job description of **Assistant Director/Sports Commission** for the Sportspark/Coliseum Department with the following addition to the Job Standards section as follows:

JOB STANDARDS:

Texas C Drivers License required.

VOTE: YES – Collins, Duarte

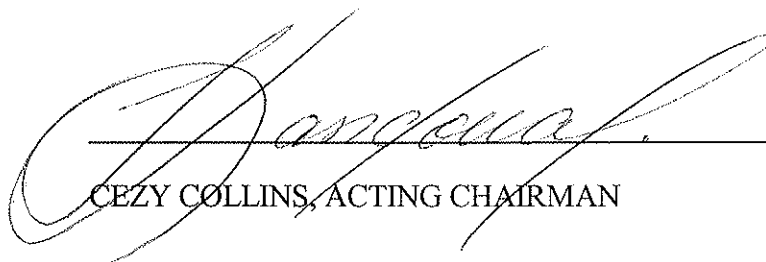
MOTION CARRIED.

MEETING ADJOURNED

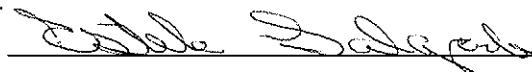
By motion of Ariel Duarte and seconded by Cezy Collins, the meeting was adjourned at 2:15 p.m.

VOTE: YES – Collins, Duarte

MOTION CARRIED.



CEZY COLLINS, ACTING CHAIRMAN



ESTELA SALGADO, RECORDING SECRETARY

cc: Dolores Briones, County Judge