



**EL PASO COUNTY
CIVIL SERVICE COMMISSION**

COMMISSION MEETING AGENDA

REGULAR MEETING

DATE: APRIL 6, 2004

TIME: 2:00 P.M.

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

POSTED: THURSDAY, APRIL 1, 2004

OPEN MEETING:

ITEM #1 Discuss and take appropriate action on minutes of the Civil Service Commission re-scheduled meeting of March 11, 2004. (Robert M. Almanzán, Human Resources Director)

ACTION: _____

PAGE 2
CIVIL SERVICE AGENDA
APRIL 6, 2004

ITEM #2 Discuss and take appropriate action to approve the grant funded job description of "**Social Worker**" for the Public Defender's office. (Clara Hernandez, Public Defender)

ACTION: _____

ITEM #3 Discuss and take appropriate action to approve the proposed revisions to the job description of "**Youth Grant Manager**" for the County Attorney's office. (Jo anne Bernal, 1st Assistant County Attorney)

ACTION: _____

ITEM #4 Discuss and take appropriate action to approve the proposed revisions to the job description of "**Collections Analyst**" for the County Attorney's office. (Jo anne Bernal, 1st Assistant County Attorney)

ACTION: _____

GRIEVANCES

**EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE 551.071
AND 551.074**

ITEM #5

- (a) Discuss a grievance filed/dated February 27, 2004, regarding Rosaura Cobos, Clerk II, County Clerk's office, pertaining to Rule 1.39, 1.40, 1.33, & Appendix F: (A) 1, 2 & 3. (Waldo Alarcon, County Clerk)

OPEN SESSION:

ITEM #6

- (a) Take appropriate action on a grievance filed/dated February 27, 2004, regarding Rosaura Cobos, Clerk II, County Clerk's office, pertaining to Rule 1.39, 1.40 1.33 & Appendix F: (A) 1, 2, & 3. (Waldo Alarcon, County Clerk)

ACTION:
