



## COUNTY OF EL PASO

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

*Chairman  
Rafael Adame*

*Commissioners  
Dr. Paula Mitchell  
Susanna Visconti*

### MINUTES OF DECEMBER 2, 2008

COMMISSIONERS PRESENT: RALPH ADAME, CHAIRMAN  
SUSANNA VISCONTI, COMMISSIONER  
PAULA MITCHELL, COMMISSIONER

OTHERS PRESENT: LIZA REYES, HUMAN RESOURCES  
ESTELA SALGADO, HUMAN RESOURCES  
SOCORRO GOMEZ, HUMAN RESOURCES  
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE  
CHRISTINA SANCHEZ, COUNTY ATTORNEY'S OFFICE

ABSENT: BETSY C. KELLER, HUMAN RESOURCES DIRECTOR

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The El Paso County Civil Service Commission met in Commissioners Court Room and was called to order at 3:03 p.m. by Ralph Adame, Chairman.

### CONSENT AGENDA

#### MOTION #1

ITEM #1 APPROVED CONSENT AGENDA ITEMS.

It was moved by Commissioner Mitchell, and seconded by Commissioner Visconti, to approve the following Consent Agenda item:

- 1 Approval of Minutes of the regularly scheduled meeting of October 7, 2008.

VOTE: YES-Adame, Mitchell, Visconti

NO: None

MOTION CARRIED.

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**ITEM #2  
MOTION 1**

Discuss and take appropriate action on the requests from employees listed in the back-up to be recipients of donated vacation leave.

**ACTION:** It was moved by Commissioner Mitchell and seconded by Commissioner Visconti to approve the requests from employees listed in the back-up to be recipients of donated vacation leave.

VOTE: YES - Adame, Mitchell, Visconti

NO: None

MOTION CARRIED.

**REGULAR AGENDA**

**ITEM #3 NO ACTION TAKEN ON THIS ITEM.**

Discuss and take appropriate action to rescind the rules and policies/procedures to include racial profiling policies for the department of Constable Pct. #4 that were accepted by the Civil Service Commission board on January 16, 2007. (Peter Melendez, Constable Pct. #4)

**ACTION:** No action was taken on rules and policies/procedures to include racial profiling policies for the department of Constable Pct. #4 that were accepted by the Civil Service Commission board on January 16, 2007.

**ITEM #6  
MOTION #2**

Take appropriate action on a grievance filed/dated 09/24/08, regarding Santiago Medina, Office Specialist, District Clerk, pertaining to **Termination & Rule 7.09 (A-B)**. (Gilbert Sanchez, District Clerk – Daniel Ordonez, Senior Trial Attorney)

**ACTION:** It was moved by Commissioner Mitchell and seconded by Commissioner Visconti to withdraw a grievance filed/dated 09/24/08, regarding Santiago Medina, Office Specialist, District Clerk, pertaining to Termination & Rule 7.09 (A-B). Both the grievant and the County Attorney's office reached a settlement agreement.

VOTE: YES - Adame, Mitchell, Visconti

NO: None

MOTION CARRIED.

**EXECUTIVE SESSION:**

On this day, it was announced that the Civil Service Commission would go into executive session to discuss a grievance pursuant to Texas Government Code 551.071 and 551.074 at 3:12 p.m.

On this day, it was announced that the Civil Service Commission would recess at 4:29 p.m. and reconvened at 4:33 p.m. in Executive Session.

On this day, it was announced that the Civil Service Commission would be closed for deliberation at 5:58 p.m.

The Civil Service Commission entered into Open Session at 6:00 p.m.

**ITEM #7**

**MOTION #3 GRIEVANCE DENIED IN PART BUT REDUCED SUSPENSION FROM FIVE (5) DAYS TO TWO (2) DAYS.**

Discuss a grievance filed/dated 09/03/08, regarding Marysol Torres, Investigator, Medical Examiner's Office, pertaining to **Five (5) days Suspension - Rule 7.09 (A-C & 2.51)**. (Paul Shrode, Medical Examiner – Ralph Girvin, Senior Trial Attorney- Francisco X. Dominguez, Attorney)

**ACTION:** It was moved by Chairman Adame and seconded by Commissioner Visconti to deny the grievance in part but reduced the five (5) days suspension to a two (2) day suspension on a grievance filed/dated 09/03/08, regarding Marysol Torres, Investigator, Medical Examiner's Office, pertaining to Five (5) days Suspension - Rule 7.09 (A-C & 2.51).

VOTE: YES-Adame, Mitchell, Visconti

NO: None

MOTION CARRIED.

**MEETING ADJOURNED**

On this day, there being no further business to discuss, Commissioner Mitchell moved to adjourn the meeting, seconded by Commissioner Visconti at 6:02 p.m.

VOTE: YES – Adame, Visconti, Mitchell

NO: None

MOTION CARRIED.

  
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RAFAEL ADAME, CHAIRMAN  
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ESTELA SALGADO, RECORDING SECRETARY

cc: Anthony Cobos, County Judge