



Chairperson
Paula Mitchell

Commissioners
Carol Garcia
Trini Munoz

**EL PASO COUNTY
CIVIL SERVICE COMMISSION
COMMISSION MEETING AGENDA
REGULAR MEETING**

DATE: TUESDAY, JANUARY 5, 2010
TIME: 3:00 P.M.
PLACE: COMMISSIONERS' COURTROOM #303
POSTED: FRIDAY, DECEMBER 18, 2009

OPEN MEETING

NOTICE TO THE PUBLIC

All matters listed under the Consent Agenda will be considered by the Civil Service Commissioners to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Court or persons in the audience request that specific items be removed from the Consent Agenda to the Regular Agenda for discussion prior to the time the Court votes on the motion to adopt the Consent Agenda.

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PUBLIC COMMENT:

Speaker's choice: Five (5) minutes per person during this segment regarding any items or three (3) minutes per person on each item as it appears on the agenda. The same will apply to any interest group consisting of three or more representatives.

CONSENT AGENDA

ITEM #1 Discuss and take appropriate action on minutes of the Civil Service Commission regularly scheduled meeting of November 3, 2009. (Betsy C. Keller, Human Resources Director)

ACTION:

REGULAR AGENDA

ITEM #2 Discuss and take appropriate action on current grievances scheduled for January 5, 2010 as listed in back-up and schedule a special meeting if necessary. (Paula Mitchell, Chairperson)

ACTION:

ITEM #3 Discuss and take appropriate action regarding the use of live streaming video of the Civil Service Commission meetings. (Liza Reyes, Assistant Human Resources Director)

ACTION:

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ITEM #4 Discuss and take appropriate action on **Rule 4.37** of the Civil Service Rules and Regulations Book. (Paula Mitchell, Chairperson) (Postponed from 11/03/2009)

ACTION:

ITEM #5 Discuss and take appropriate action on the adoption of a Civil Service Rule allowing covered employees to seek public office without having to resign their position. (Trini Munoz, Commissioner) (Postponed from 12/01/2009)

ACTION:

ITEM #6 Discuss and take appropriate to approve the revised job description of **Voter Registration Manager** for the Elections Department. (Elsie West, Personnel Manager) (Postponed from 12/01/2009)

ACTION:

ITEM #7 Discuss and take appropriate to approve the revised job description of **Grant Writer** for the Council of Judges. (Elsie West, Personnel Manager) (Postponed from 12/01/2009)

ACTION:

ITEM #8 Discuss and take appropriate in reference to Civil Service Rule 2.00 (b) and accept the names of the employees who shall be considered by the Civil Service Commission to be non-covered as requested by Jo Anne Bernal, County Attorney. (Jo Anne Bernal, County Attorney)

ACTION:

GRIEVANCE

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE § 551.074

- ITEM #9 Discuss a grievance filed/dated July 16, 2009, regarding German Avila, Deputy Constable, Constable Pct. #1, pertaining to **Demotion & Hostile Environment**. (Robert White, Constable Pct. #1 – Janet Monteros, Sr. Trial Attorney – Jim Jopling, Cleat Attorney) (Postponed from 11/03/09) (Postponed from 12/01/2009)
- ITEM #10 Discuss a grievance filed/dated October 6, 2009, regarding Rose M. Porras, Office Specialist, Intermediate, District Clerk's Office pertaining to **Termination and Rule 7.09 A & D**. (Gilbert Sanchez, District Clerk – Janet Monteros, Sr. Trial Attorney – Theresa Caballero, Attorney at Law) (Postponed from 12/01/2009)
- ITEM #11 Discuss a grievance filed/dated October 14, 2009, regarding Rodney D. Treat, Deputy Constable, Constable Pct. #5 pertaining to **Termination-Age Discrimination & Rules 2.21, 2.39, & 2.43**. (Manny Lopez, Constable, Pct. #5 – Janet Monteros, Sr. Trial Attorney – Jim Jopling, Cleat Attorney)
- ITEM #12 Discuss a grievance filed/dated October 22, 2009, regarding Alfredo Nava Jr., Deputy Constable, Constable Pct. #6 pertaining to **Termination & Rules 2.37 – 2.44**. (Jesus Gustavo Ramirez, Constable, Pct. #6 – Janet Monteros, Sr. Trial Attorney – Miles J. McNeal, Cleat Attorney)
- ITEM #13 Discuss a grievance filed/dated November 10, 2009, regarding Maria G. Sanchez, Office Specialist, Senior, JP#5, pertaining to **Termination & Rules 204, 2.51, 7.09 A, C, & D**. (Monica Teran, Judge, JP#5 – Naomi Gonzalez - Sr. Trial Attorney)

OPEN SESSION:

- ITEM #14 Take appropriate action on a grievance filed/dated July 16, 2009, regarding German Avila, Deputy Constable, Constable Pct. #1, pertaining to **Demotion & Hostile Environment**. (Robert White, Constable Pct. #1 – Janet Monteros, Sr. Trial Attorney – Jim Jopling, Cleat Attorney) (Postponed from 11/03/09) (Postponed from 12/01/2009)

ACTION: _____

- ITEM #15 Take appropriate action on a grievance filed/dated October 6, 2009, regarding Rose M. Porras, Office Specialist, Intermediate, District Clerk's Office pertaining to **Termination and Rule 7.09 A & D**. (Gilbert Sanchez, District Clerk – Janet Monteros, Sr. Trial Attorney – Theresa Caballero, Attorney at Law) (Postponed from 12/01/2009)

ACTION: _____

- ITEM #16 Take appropriate action on a grievance filed/dated October 14, 2009, regarding Rodney D. Treat, Deputy Constable, Constable Pct. #5 pertaining to **Termination-Age Discrimination & Rules 2.21, 2.39, & 2.43**. (Manny Lopez, Constable, Pct. #5 – Janet Monteros, Sr. Trial Attorney – Jim Jopling, Cleat Attorney)

ACTION: _____

- ITEM #17 Take appropriate action on a grievance filed/dated October 22, 2009, regarding Alfredo Nava Jr., Deputy Constable, Constable Pct. #6 pertaining to **Termination & Rules 2.37 – 2.44**. (Jesus Gustavo Ramirez, Constable, Pct. #6 – Janet Monteros, Sr. Trial Attorney – Miles J. McNeal, Cleat Attorney)

ACTION: _____

- ITEM #18 Take appropriate action on a grievance filed/dated November 10, 2009, regarding Maria G. Sanchez, Office Specialist, Senior, JP#5, pertaining to

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Termination & Rules 204, 2.51, 7.09 A, C, &D. (Monica Teran, Judge, JP#5 –
Naomi Gonzalez - Sr. Trial Attorney)

ACTION:
