



**Chairperson**  
**Paula Mitchell**

**Commissioners**  
**Carol Garcia**  
**Trini Muñoz**

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

**DATE: TUESDAY, MAY 4, 2010**  
**TIME: 3:00 P.M.**  
**PLACE: COMMISSIONERS' COURTROOM #303**  
**POSTED: FRIDAY, APRIL 30, 2010**

---

**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.

**PAGE 2**  
**CIVIL SERVICE AGENDA**  
**MAY 4, 2010**

**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 April 6, 2010. (Betsy C. Keller, Human Resources Director)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

**PRESENTATION:**

ITEM #2      Receive presentation by Jose Rojo regarding proposed changes to the Civil Service Rules 2.45 – 2.47. (Jose Rojo, Former Employee) **(Postponed from 04/06/2010)**

**REGULAR AGENDA**

ITEM #3      Discuss and take appropriate action in reference to current 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 Brian J. Haggerty, Judge, Justice Peace #2. (Brian J. Haggerty, Judge)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #4      Discuss and take appropriate action to accept the **Office Policies** for Justice Peace #2 as submitted by Brian J. Haggerty, Judge, Justice Peace #2. (Brian J. Haggerty, Judge)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

**PAGE 3**  
**CIVIL SERVICE AGENDA**  
**MAY 4, 2010**

ITEM #5      Discuss and take appropriate action concerning video recording and broadcasting of Civil Service Commission meetings and Policy Guidelines submitted by Robert Gallegos, Risk Manager. (Roberto Gallegos, Risk Manager)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #6      Discuss and take appropriate action on adopting a rule allowing covered employees the opportunity to rescind a resignation. (Trini Muñoz, Commissioner)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #7      Discuss and take appropriate on adopting a rule that states the El Paso County Civil Service Commission has jurisdiction to hear all grievances filed by covered employees. (Trini Muñoz, Commissioner)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #8      Discuss and take appropriate action to delete **Rule 2.00 (b)** from the El Paso County Civil Service Rules and Regulations Book that states an elected official within thirty (30) days of taking oath of office shall submit to the El Paso County Civil Service Commission any position(s) that shall not be covered by these Rules, provided that said position(s) involve confidentiality or policy making in the elected official's office. In the event a new position is added to the elected official's manning table more than 30 days after taking office, the elected official shall have 30 days after the approval of the new position by El Paso County Commissioners Court to submit the position to the El Paso County Civil Service Commission as not covered, provided the position meets the requirements listed above. (Trini Muñoz, Commissioner)

**ACTION:** \_\_\_\_\_  
\_\_\_\_\_

ITEM #9      Discussion on the use of Roberts Rules and Regulations. (Trini Muñoz, Commissioner)