



***Chairperson  
Vacant***

***Commissioners  
Carol Garcia  
Trini Muñoz  
Kelly Dickson***

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

**REGULAR MEETING**

**DATE: MONDAY, AUGUST 2, 2010**  
**TIME: 3:00 P.M.**  
**PLACE: JUDGE'S CONFERENCE ROOM #301**  
**POSTED: THURSDAY, JULY 29, 2010**

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**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.

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

**ACTION:**

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ITEM #2      Discuss and take appropriate action on the requests from employee listed in the back up to be recipients of donated vacation leave. (Betsy C. Keller, Human Resources Director)

**ACTION:**

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**REGULAR AGENDA**

ITEM #3      Discuss and take appropriate action on the newly created job description of **Visitation Specialist** for **Domestic Relations Office**. (Elsie West, Personnel Manager)

**ACTION:**

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ITEM #4      Discuss and take appropriate action on the newly created job description of **Visitation Specialist Supervisor** for **Domestic Relations Office**. (Elsie West, Personnel Manager)

**ACTION:**

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**GRIEVANCE**

**EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE §551.074**

- ITEM #5      Discuss a grievance filed/dated May 25, 2010, regarding Jose Ruben Valverde, Truck Driver, Intermediate, Road and Bridge Department, pertaining Termination and Rule 7.09 (a) and (d). (Robert Rivera, Pub. Works Dir./R & B Admin., - Ian Kaplan, Sr. Trial Attorney)

**ACTION:** \_\_\_\_\_  
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**OPEN SESSION:**

- ITEM #6      Take appropriate action on a grievance filed/dated May 25, 2010, regarding Jose Ruben Valverde, Truck Driver, Intermediate, Road and Bridge Department, pertaining Termination and Rule 7.09 (a) and (d). (Robert Rivera, Pub. Works Dir./ R & B Admin., - Ian Kaplan, Sr. Trial Attorney)

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