

**COUNTY OF EL PASO**



**CIVIL SERVICE COMMISSION**

**REGULAR MEETING MINUTES  
1:00 P.M., TUESDAY, NOVEMBER 6, 2012  
COMMISSIONER'S COURTROOM, ROOM 303  
500 E. SAN ANTONIO  
EL PASO, TEXAS 79901**

**Selena N. Solis, Chair**

**Grace D. Munoz, Commissioner**

**Carlos Gomez, Commissioner**

**OPEN MEETING**

The meeting was called to order at 1:10 p.m. Staff present were Kevin McCary from the County Attorney's Office, Estela Salgado, Verenice Acosta and Patsy Harrison from the Human Resources Department. A full quorum was established with all being present.

**PUBLIC COMMENT**

NO PUBLIC COMMENT

---

**APPROVED - CONSENT AGENDA**

**NOVEMBER 6, 2012**

**MOTION #1 (ITEM #1)**

**APPROVE THE MINUTES OF THE REGULARLY SCHEDULED CIVIL SERVICE COMMISSION MEETING OF OCTOBER 2, 2012.**

--Betsy C. Keller, Human Resources

On this day, on motion of Commissioner Gomez, seconded by Commissioner Munoz, it is the order of the Commission to approve Consent Agenda Item #1 of the Civil Service Commission Meeting Revised Minutes of October 2, 2012.

VOTE: YES- Munoz, Gomez, Solis

NO: NONE

---

**EXECUTIVE SESSION**

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

On this day, HR staff announced that the Civil Service Commission would recess into executive session at 1:12 p.m. to discuss the following item, pursuant to *Texas Government Code §551.074*. The Court would reconvene to take official action.

**NOVEMBER 6, 2012**

**(ITEM #2)**

**DISCUSS A GRIEVANCE FILED/DATED OCTOBER 12, 2012 REGARDING DEBORAH M. COPELAND PERTAINING TO TERMINATION & RULE 7.09 (D) & 6.02 (D).**

-- (Deborah M. Copeland, Office Specialist, Intermediate – William R. Copeland, Attorney at Law) (Norma L. Favela, District Clerk – Ruben Duarte, Senior Trial Attorney)

---

**On this day the Civil Service Commission came back into regular open session at 1:14 p.m.**

---

**NOVEMBER 6, 2012**

**MOTION #2 (ITEM #4)**

**TAKE APPROPRIATE ACTION ON A GRIEVANCE FILED/DATED OCTOBER 12, 2012 REGARDING DEBORAH M. COPELAND PERTAINING TO TERMINATION & RULE 7.09 (D) & 6.02 (D).**

-- (Deborah M. Copeland, Office Specialist, Intermediate – William R. Copeland, Attorney at Law) (Norma L. Favela, District Clerk – Ruben Duarte, Senior Trial Attorney)

On this day, on motion of Commissioner Gomez, seconded by Commissioner Munoz, it is the order of the Commission to postpone the grievance filed/dated October 12, 2012 regarding Deborah M. Copeland pertaining to Termination & Rule 7.09(D) & 6.02 (D) for the next regular scheduled meeting on December 4, 2012, for the purpose of finalizing a settlement agreement between the both parties.

VOTE: YES- Gomez, Solis, Munoz

NO: NONE

---

NOVEMBER 6, 2012

(ITEM #3)

**DISCUSS A GRIEVANCE FILED/DATED SEPTEMBER 13, 2012 REGARDING LINDA MEDRANO PERTAINING TO SUSPENSION & DISCIPLINARY REPORT DATED 09/10/12-VERBALIZED ON 08/29/12.**

-- (Linda Medrano, Juvenile Case Manager) (Judge Barbara Perez, Justice of the Peace Pct. #4 – Michael R. Wyatt, Senior Trial Attorney)

---

**On this day the Civil Service Commission came back to executive session pursuant to *Texas Government Code §551.074* at 1:16 p.m.**

**On this day the Civil Service Commission came back into regular open session at 1:25 p.m.**

---

NOVEMBER 6, 2012

MOTION #3 (ITEM #5)

**TAKE APPROPRIATE ACTION ON A GRIEVANCE FILED/DATED SEPTEMBER 13, 2012 REGARDING LINDA MEDRANO PERTAINING TO SUSPENSION & DISCIPLINARY REPORT DATED 09/10/12-VERBALIZED ON 08/29/12.**

-- (Linda Medrano, Juvenile Case Manager) (Judge Barbara Perez, Justice of the Peace Pct. #4 – Michael R. Wyatt, Senior Trial Attorney)

On this day, Chair Solis, seconded by Commissioner Gomez, it is the order of the Commission to deny the grievance filed/dated September 13, 2012 regarding Linda Medrano pertaining to Suspension and Disciplinary Report dated 09/10/12-verbalized 08/29/12 due to the lack of jurisdiction. The tribunal does not have the authority to act on a non-grievable matter. Suspension with pay is not within the jurisdiction of the Commission to hear the grievance because it not listed on section 6.03 of the Civil Service rules and regulations that are subject to the Commission's jurisdiction.

VOTE: YES- Solis, Gomez, Munoz

NO: NONE

---

**MEETING ADJOURNED**

**NOVEMBER 6, 2012**

**MOTION #4 (ITEM #6)**

On this day, there being no further business to discuss, Chair Solis moved to adjourn the meeting at 1:26 p.m., seconded by Commissioner Munoz.

VOTE: YES - Gomez, Munoz, Solis

NO – None

---

**EXAMINED AND APPROVED THIS 4<sup>th</sup> DAY IN DECEMBER 2012**



---

SELENA N. SOLIS, CHAIR



---

VERENICE ACOSTA, RECORDING SECRETARY