

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

REGULARLY SCHEDULED MINUTES
1:00 P.M., TUESDAY, DECEMBER 3, 2013
COMMISSIONER'S COURTROOM, ROOM 301
500 E. SAN ANTONIO
EL PASO, TEXAS 79901

Chair
Carlos Gomez

Cindy Karam, Commissioner
Mike Avila, Commissioner

OPEN MEETING

The meeting was called to order at 1:20 p.m. Staff present were Kevin McCary from the County Attorney's Office, Elsie West, Melissa Carrillo, Estela Salgado, Reginal Powe and Suky Gomez from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

APPROVED – CIVIL SERVICE MINUTES OF NOVEMBER 5, 2013

DECEMBER 3, 2013

MOTION #1 (ITEM #1)

Approve the minutes of the regularly scheduled Civil Service Commission meeting of November 5, 2013.

--Betsy C. Keller, Human Resources

On this day, on motion of Chair Gomez and seconded by Commissioner Karam, it is the order of the Commission to approve the November 5, 2013 minutes of the Civil Service Commission.

VOTE: YES- Karam, Gomez, Avila

NO: None

Welcome new Civil Service Commissioner Mr. Mike Avila as appointed by County Commissioner Carlos Leon. Mr. Avila will serve an unexpired term effective November 25, 2013 through May 14, 2014.

--Betsy C. Keller, Human Resources

REGULAR AGENDA

APPROVED – Discuss and take appropriate action to change the day and time of future Civil Service Commission meetings.

DECEMBER 3, 2013

MOTION #2 (ITEM #3)

Discuss and take appropriate action to change the day and time of future Civil Service Commission meetings.

--Chair Carlos Gomez, Civil Service Board Member

On this day, on motion of Commissioner Karam, seconded by Commissioner Avila, it is the order of the Commission to approve the time for the Civil Service meeting to start 1:15pm.

VOTE: YES- Karam, Gomez, Avila

NO: None

**APPROVED – REVISIONS TO THE EI PASO COUNTY ELECTIONS DEPARTMENT
OFFICE POLICIES AND PROCEDURES**

DECEMBER 3, 2013

MOTION #3(ITEM #4)

Discuss and take appropriate to accept revisions to the El Paso County Elections Department Office Policies and Procedures filed with the El Paso County Civil Service Commission on October 1, 2013. (Postponed from 11/05/2013)

--Javier Chacon, Elections Department

On this day, on motion of Chair Gomez, seconded by Commissioner Karam, it is the order of the Commission to accept the El Paso County Election Department Policies and Procedures, for filing purposes.

VOTE: YES- Karam, Gomez, Avila

NO: None

**POSTPONED – GRIEVANCE FILED BY YOLANDA RODELA,
JUSTICE PEACE PRECINCT #6**

DECEMBER 3, 2013

MOTION #4 (ITEM #5)

On this day, HR staff announced that the Civil Service Commission would remain in open session.

OPEN SESSION

Take appropriate action on a grievance/filed dated October 4, 2013, by Yolanda Rodela, Justice of the Peace Precinct #6, Juvenile Case Manager, pertaining to Suspension - Rules 7.09 (a) and (d).

-- (Yolanda Rodela, Juvenile Case Manager) (Ruben Lujan, Justice of the Peace - Michael Wyatt, County Attorney's Office)

On this day, on motion of Chair Gomez, seconded by Commissioner Avila, it is the order of the Commission to POSTPONE a grievance/filed dated October 4, 2013, by Yolanda Rodela, Juvenile Case Manager, pertaining to Suspension and Rules 7.09 (a) and (d) as requested by Ms. Rodela.

-- (Yolanda Rodela, Justice of the Peace Precinct #6) (Ruben Lujan, Justice of the Peace - Michael Wyatt, County Attorney's Office)

VOTE: YES- Karam, Gomez, Avila

NO: None

DECEMBER 3, 2013

MOTION #5 (ITEM #7)

MEETING ADJOURNED

On this day, there being no further business to discuss, Commissioner Karam moved to adjourn the meeting at 1:38 p.m. seconded by Commissioner Avila.

VOTE: YES- Karam, Gomez, Avila

NO: None

EXAMINED AND APPROVED THIS 7th DAY IN JANUARY 2014



CARLOS GOMEZ, CHAIR



ESTELA SALGADO, RECORDING SECRETARY