

COUNTY OF EL PASO



**CIVIL SERVICE COMMISSION
REGULAR SCHEDULED MINUTES
1:00 P.M., TUESDAY, APRIL 07, 2015
COMMISSIONERS COURT ROOM #303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

**Chair
Mike Avila**

**Commissioners
Mary Lou Camarena
Matthew Keats**

OPEN MEETING

The meeting was called to order at 1:01 p.m. Commissioners present were Mike Avila, Matthew Keats, Mary Lou Camarena was absent. Staff present were Ian R. Kaplan from the County Attorney's Office, and Elsie West, Valeria Fernandez, and Maria Gonzalez from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

APPROVE – CIVIL SERVICE MINUTES OF MARCH 03, 2015

APRIL 07, 2015

MOTION #1 (ITEM #1)

Approve the minutes of the regularly scheduled Civil Service Commission meeting of March 03, 2015.

--Betsy C. Keller, Human Resources

On this day, on motion of Commissioner Keats and seconded by Commissioner Avila, it is the order of the Commission to approve the March 03, 2015 minutes of the Civil Service Commission.

VOTE: YES- Avila, Keats

NO: None

REGULAR AGENDA

APRIL 07, 2015

MOTION #2 (ITEM #2)

Notify the Civil Service Commission regarding the amendment to the Civil Service Coverage and Exemptions Policy to include one Account Manager position and two Office Manager positions for the El Paso County District Clerk's Office.

--Norma Favela, District Clerk

No Action – Item will be placed on the next regular scheduled meeting.

Notify the Civil Service Commission regarding the new Ascarate Park Gate Collections Policies and Procedures from the El Paso County Public Works Department.

--Pat Adatao, Public Works

MEETING ADJOURNED

MOTION #3 (ITEM #3)

On this day, there being no further business to discuss, Commissioner Avila moved to adjourn the meeting at 1:12 p.m., seconded by Commissioner Keats.

VOTE: **YES- Avila, Keats**
NO- None

EXAMINED AND APPROVED THIS 7TH DAY IN APRIL 2015



MIKE AVILA, CHAIR



Valeria Fernandez, RECORDING SECRETARY