

COUNTY OF EL PASO



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IN MY OFFICE

2015 NOV 24 A 11:27

**CIVIL SERVICE COMMISSION  
REGULAR MEETING AGENDA  
1:00 P.M., TUESDAY, DECEMBER 01, 2015  
COMMISSIONERS COURT ROOM #303  
500 E. SAN ANTONIO  
EL PASO, TEXAS 79901**

*Dolores Briones*  
COUNTY CLERK  
EL PASO COUNTY, TEXAS

**Chair  
Mike Avila**

**Commissioners  
Mary Lou Camarena  
Matthew Keats**

**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.

All matters listed on the Consent or Regular Agenda may be discussed in executive session at the option of the El Paso County Civil Service Commission and following oral announcement, if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

**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**

1. Approve the minutes of the regularly scheduled Civil Service Commission meeting of October 06, 2015.  
--Melissa M. Carrillo, Human Resources

**REGULAR AGENDA**

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2. Notify the Civil Service Commission regarding the reclassification plan and the reclassifications that have taken place.  
--Elsie West, Human Resources
3. Notify the Civil Service Commission regarding the discontinuance of issuing Civil Service binders and instead move towards providing information in an electronic format.  
-- Elsie West, Human Resources
4. Discuss and take appropriate action to revise the Employment Definitions policy.  
--Melissa M. Carrillo, Human Resources
5. Discuss and take appropriate action to revise the "Forward" section of the Civil Service Rules and Regulations.  
--Melissa M. Carrillo, Human Resources
6. Discuss and take appropriate action to revise the "Organization" section of the Civil Service Rules and Regulations.  
--Melissa M. Carrillo, Human Resources
7. Discuss and take appropriate action regarding nominee(s) to recommend to Commissioners Court for the El Paso County Ethics Commission for the term of February 1, 2016 through January 31, 2018.  
--Natalia Chaparro, Human Resources
8. ADJOURN

*Natalia Chaparro*  
Natalia Chaparro  
EL PASO COUNTY, TEXAS