

COUNTY OF EL PASO



FILED IN SECOND
DIVISION
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**CIVIL SERVICE COMMISSION
REGULAR MEETING AGENDA
1:00 P.M., TUESDAY, NOVEMBER 20, 2018
COMMISSIONERS COURT ROOM #303
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

**Chair
Matthew Keats**

**Commissioners
Raul Campos
Sharon Voelz**

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 Civil Service Commission Special Meeting of September 4, 2018.
--Melissa M. Carrillo, Human Resources Department

REGULAR AGENDA

2. Discuss and take appropriate action to approve the calendar for 2019 regularly scheduled Civil Service Commission Meetings..
-- Melissa M. Carrillo, Human Resources Department
3. Discuss and take appropriate action to approve the Anti-Harassment Policy from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department
4. Discuss and take appropriate action to approve the Personal Conduct and Affairs Policy from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department
5. Discuss and take appropriate action to approve the consolidation of the Pay upon Disciplinary Demotions and Voluntary Demotions Policy from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department
6. Notify the Civil Service Commission that the Employment Transfers Policy that was rescinded during the Civil Service Commission Meeting of September 4, 2018; was not rescinded by Commissioners Court, and the policy is still in place.
-- Melissa M. Carrillo, Human Resources Department
7. Notify the Civil Service Commission regarding the revised Workers Compensation Policy from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department
8. Update the Civil Service Commission that the grievance filed by Nancy Perez on June 15, 2018 was resolved through Alternative Resolution Meeting (ARM).
--Melissa M. Carrillo, Human Resources Department

EXECUTIVE SESSION

GRIEVANCE
PURSUANT TO TEXAS GOVERNMENT CODE
§551.074

9. Discuss a Grievance filed/dated June 7, 2018 by Amy Flores, Court Clerk, District Clerk's Office, pertaining to Termination (postponed from August 7, 2018).
-- (Amy Flores, Court Clerk, District Clerk's Office)
(Kevin McCary, Assistant County Attorney)

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EL PASO COUNTY

10. Take appropriate action on grievance filed/dated June 7, 2018 by Amy Flores, Court Clerk, District Clerk's Office, pertaining to Termination.
-- (Amy Flores, Court Clerk, District Clerk's Office)
(Kevin McCary, Assistant County Attorney)

EXECUTIVE SESSION


GRIEVANCE
PURSUANT TO TEXAS GOVERNMENT CODE
§551.074

11. Discuss a Grievance filed/dated October 19, 2018 by Salvador A. Flores, Investigator, Tax Office, pertaining to Improper application of rules, regulations and procedures; Retaliation for the exercise of a right under federal or state law; Disciplinary action taken against employee without proper cause.
-- (Salvador A. Flores, Investigator, Tax Office)
(Amanda Frizzelle, Assistant County Attorney)

OPEN SESSION

12. Take appropriate action on grievance filed/dated October 19, 2018 by Salvador A. Flores, Investigator, Tax Office, pertaining to Improper application of rules, regulations and procedures; Retaliation for the exercise of a right under federal or state law; Disciplinary action taken against employee without proper cause.
-- (Salvador A. Flores, Investigator, Tax Office)
(Amanda Frizzelle, Assistant County Attorney)

13. ADJOURN


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