

COUNTY OF EL PASO



**CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES
1:00 P.M., TUESDAY, NOVEMBER 19, 2019
COUNTY JUDGES CONFERENCE ROOM #301
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

Chair
Matthew Keats

Commissioners
Raul Campos
Sharon Voelz

OPEN MEETING

NOTICE TO THE PUBLIC

The meeting was called to order at 1:00 p.m. Commissioners present were Matthew Keats, Raul Campos and Sharon Voelz. Staff present were Christina Sanchez, Patricia Lopez and other members from the County Attorney's Office; Reginal Powe, Michelle Cochrane, Janice Cahill, and Maria D. Gonzalez and other staff from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

NOVEMBER 19, 2019

MOTION 1 (ITEM #1)

Approve the minutes of the Civil Service Commission Special Meeting of September 19, 2019.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Voelz, it is the order of the Commission to approve the September 19, 2019 Special Meeting Minutes of the Civil Service Commission.

VOTE: YES- Campos, Voelz and Keats

NO: None

REGULAR AGENDA

NOVEMBER 19, 2019

MOTION 2 (ITEM #2)

Discuss and take appropriate action regarding a nominee for the El Paso County Ethics Commission to serve during the term starting February 1, 2020 through January 31, 2022.
-- Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Voelz, it is the order of the Commission to approve the recommendation to re-nominate Sandra Green to the El Paso County Ethics Commission for the term February 1, 2020 through January 31, 2022.

VOTE: YES- Campos, Voelz and Keats
NO: None

NOVEMBER 19, 2019

MOTION 3 (ITEM #3)

Discuss and take appropriate action to approve the calendar for the 2020 regularly scheduled Civil Service Commission Meetings.
-- Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Voelz, it is the order of the Commission to approve the calendar for the 2020 regularly scheduled Civil Service Commission Meetings.

VOTE: YES- Campos, Voelz and Keats
NO: None

NOVEMBER 19, 2019

MOTION 4 (ITEM #4)

Discuss and take appropriate action to approve the new Attire, Hygiene and Grooming Policy from the El Paso County Human Resources Department.
--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Voelz, it is the order of the Commission to approve the new Attire, Hygiene and Grooming Policy from the El Paso County Human Resources Department.

VOTE: YES- Campos, Voelz and Keats
NO: None

NOVEMBER 19, 2019

MOTION 5 (ITEM #5)

Discuss and take appropriate action to approve the revised Appendix M Post Retirement Employment Policy and retitle it "Post Retirement Employment Policy" from the El Paso County Human Resources Department.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Voelz, it is the order of the Commission to approve the revised Appendix M Post Retirement Employment Policy and retitle it "Post Retirement Employment Policy" from the El Paso County Human Resources Department.

VOTE: YES- Campos, Voelz and Keats

NO: None

NOVEMBER 19, 2019

(ITEM #6)

Notify the Civil Service Commission of the acceptance of the 1st Agreed Motion for Continuance in the grievance filed by Yolanda Rodela on August 29, 2019.

-- Melissa M. Carrillo, Human Resources Department

No action was taken on this item.

GRIEVANCES

NOVEMBER 19, 2019

(ITEM #7)

Discuss a Grievance filed/dated July 5, 2019 by Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office, pertaining to Termination.

-- (Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office)
(Ian Kaplan, Assistant County Attorney)

Leticia Dominguez, Attorney for grievant Beverly Estrada, announced that the grievant requested that Item #7 be heard in Executive Session. County Attorney Ian Kaplan was not opposed to it.

EXECUTIVE SESSION

NOVEMBER 19, 2019

(ITEM #7)

Discuss a Grievance filed/dated July 5, 2019 by Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office, pertaining to Termination.

-- (Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office)
(Ian Kaplan, Assistant County Attorney)

On this day, Civil Service Commission Secretary Maria D. Gonzalez announced the Civil Service Commission moved into executive session at 1:16 p.m. pursuant to Texas Government Code §551.074.

On this day, the Commission desired to consult with County Attorney representative Christina Sanchez pursuant to Texas Government Code §551.071.

CLOSED SESSION

NOVEMBER 19, 2019

(ITEM #7)

Discuss a Grievance filed/dated July 5, 2019 by Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office, pertaining to Termination.

-- (Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office)
(Ian Kaplan, Assistant County Attorney)

On this day, the Commission went into Closed Session at 2:57 p.m. pursuant to Texas Government Code §551.071 and exits Closed Session at 3:03 p.m.

OPEN SESSION

NOVEMBER 19, 2019

MOTION 6 (ITEM #8)

Take appropriate action on a Grievance filed/dated July 5, 2019 by Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office, pertaining to Termination.

-- (Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office)
(Ian Kaplan, Assistant County Attorney)

On this day, the Commission reconvened in open session at 3:03 p.m. to take official action.

On this day, on motion of Commissioner Campos and seconded by Commissioner Voelz, it is the order of the Commission to uphold the termination of Beverly Estrada, Court Clerk, Intermediate, District Clerk's Office.

VOTE: YES- Campos, Voelz and Keats

NO: None

ADJOURN

MOTION 7 (ITEM #9)

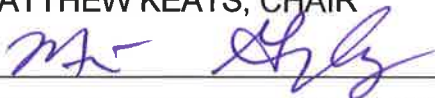
On this day, there being no further business to discuss, on motion of Commissioner Campos and seconded by Commissioner Voelz the meeting adjourned at 3:07 p.m.

VOTE: YES – Campos, Voelz and Keats
NO: None

EXAMINED AND APPROVED THIS 11TH DAY IN FEBRUARY 2020



MATTHEW KEATS, CHAIR



MARIA D. GONZALEZ, RECORDING SECRETARY

