

This meeting may include one or more Commissioners that will participate by videoconference, and El Paso County employees that will participate by videoconference, which is allowed pursuant to Texas Government Code Section 551.127. A quorum of the Civil Service Commission will be physically present at the El Paso Human Resources Department, 500 East Overland, El Paso, Texas 79901. The meeting is open to the public during the open portions of the meeting, and the Commissioner participating by video conference shall be visible and audible to the public for as long as the Commissioner is able to participate.

EL PASO COUNTY



**CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES
1:00 P.M., TUESDAY, FEBRUARY 8, 2022**

Chair
Matthew Keats (Present)

Commissioners
Raul Campos (Absent)
Sharon Voelz (Present)

OPEN MEETING

NOTICE TO THE PUBLIC

The meeting was called to order at 1:05p.m. Commissioners present were Chair Keats and Commissioner Sharon Voelz. Commissioner Campos was absent. Staff present were Ana Schumacher, Reginal Powe, Michelle Cochrane, Janet Sanchez, and Maria Gonzalez from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

FEBRUARY 8, 2022

MOTION 1 (ITEM #1)

Approve the minutes of the Civil Service Commission Regular Meeting of November 09, 2021.

-- Sam A. Trujillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the November 9, 2021, Regular Meeting Minutes of the Civil Service Commission.

VOTE:
YES- Voelz, Keats
NO:

REGULAR AGENDA

FEBRUARY 8, 2022

MOTION 2 (ITEM #2)

Discuss and take appropriate action to approve the Civil Service Commission 2021 Annual Report.

-- Sam A. Trujillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to accept the 2021 Civil Service Commission Annual Report.

VOTE:
YES- Voelz, Keats
NO:

FEBRUARY 8, 2022

MOTION 3 (ITEM #3)

Discuss and take appropriate action regarding a nominee for the El Paso County Ethics Commission to serve during the term starting February 1, 2022, through January 31, 2024.

-- Sam A. Trujillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to re-appoint the Commissioner for the El Paso County Ethics Commission.

VOTE:
YES- Voelz, Keats
NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #4)

Discuss and take appropriate action to approve the Chain of Command Policy from the El Paso County, Criminal Justice Department. OP-22-0105

-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:
YES- Voelz, Keats
NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #5)

Discuss and take appropriate action to approve the Staff Ethics and Standards of Conduct Policy from the El Paso County, Criminal Justice Department. OP-22-0105
-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:
YES- Voelz, Keats
NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #6)

Discuss and take appropriate action to approve the Dress Code Policy from the El Paso County, Criminal Justice Department. OP-22-0105
-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:
YES- Voelz, Keats
NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #7)

Discuss and take appropriate action to approve the Leave Policy from the El Paso County, Criminal Justice Department. OP-22-0105
-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:
YES- Voelz, Keats
NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #8)

Discuss and take appropriate action to approve the Staff Training and Development Policy from the El Paso County, Criminal Justice Department. OP-22-0105

-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:

YES- Voelz, Keats

NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #9)

Discuss and take appropriate action to approve the Evaluations Policy from the El Paso County, Criminal Justice Department. OP-22-0105

-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:

YES- Voelz, Keats

NO:

FEBRUARY 8, 2022

MOTION 4 (ITEM #10)

Discuss and take appropriate action to approve the Departmental Meetings Policy from the El Paso County, Criminal Justice Department. OP-22-0105

-- Catherine Jones, Criminal Justice Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, this item was deleted.

VOTE:

YES- Voelz, Keats

NO:

FEBRUARY 8, 2022

MOTION 5 (ITEM #11)

Discuss and take appropriate action to accept the Motion to Dismiss the grievance filed by Fausto Rodriguez on December 15, 2021, which was resolved through Alternative Resolution Meeting (ARM).

-- Sam A. Trujillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the dismissal of the grievance filed by Fausto Rodriguez.

VOTE:

YES- Voelz, Keats

NO:

FEBRUARY 8, 2022

MOTION 6 (ITEM #12)

ADJOURN

On this day, there being no further business to discuss, on motion of Commissioner Campos and seconded by Commissioner Voelz the meeting adjourned at 1:16 p.m.

VOTE:

YES- Campos, Voelz and Keats

NO: None

EXAMINED AND APPROVED THIS 3RD DAY IN MAY 2022



MATTHEW KEATS, CHAIR



JANET SANCHEZ, RECORDING SECRETARY