

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 Human Resources Department, 500 E. 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. If you are wanting to provide a public comment, you are required to leave a message with your phone number prior to the meeting by dialing 888-835-7276 or 888-8 EL PASO. You will be contacted when it is time to address the Civil Service Commission.

EL PASO COUNTY



**CIVIL SERVICE COMMISSION
SPECIAL MEETING MINUTES
1:00 P.M., TUESDAY, DECEMBER 6, 2022**

Interim Chair
Sharon Voelz (Present)

Commissioners
Raul Campos (Present)
Laura Urrutia (Present)

OPEN MEETING

NOTICE TO THE PUBLIC

The meeting was called to order at 1:00p.m. Commissioners present were Chair Voelz, Commissioner Campos, and Commissioner Urrutia. 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

DECEMBER 6, 2022

MOTION 1 (ITEM #1)

Approve the minutes of the Civil Service Commission Regular Meeting of November 1, 2022.

--Michelle Cochrane, Human Resources Department

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to approve the November 1, 2022, Regular Meeting Minutes of the Civil Service Commission.

VOTE:

YES- Campos, Urrutia, Voelz

NO: None

REGULAR AGENDA

DECEMBER 6, 2022

MOTION 2 (ITEM #2)

Discuss and take appropriate action to approve the Policy and Procedure Handbook from the El Paso County, Justice of the Peace #4. OP-22-391
-- Judge Rebecca Bustamante, Justice of the Peace #4

On this day, on motion of Commissioner Campos and seconded by Commissioner Urrutia, it is the order of the Commission to approve the Policy and Procedure Handbook from the El Paso County, Justice of the Peace #4.

VOTE:

YES- Campos, Urrutia, Voelz

NO: None

NOVEMBER 1, 2022

(ITEM #3)

Receive the El Paso County, Code of Ethics training presentation from the Human Resources Department.
-- Michelle Cochrane, Human Resources Department

NO ACTION

NOVEMBER 1, 2022

MOTION 3 (ITEM #4)

ADJOURN

On this day, there being no further business to discuss, on motion of Commissioner Campos and seconded by Commissioner Urrutia the meeting adjourned at 1:19p.m.

VOTE:

YES- Campos, Urrutia, Voelz

NO: None

EXAMINED AND APPROVED THIS 7TH DAY IN FEBRUARY 2023



SHARON VOELZ, CHAIR



MARIA GONZALEZ, RECORDING SECRETARY

