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SHERIFF OSCAR UGARTE
EL PASO COUNTY SHERIFF'S OFFICE

**CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES
9:00 A.M. MONDAY, APRIL 7, 2025
SHERIFF'S HEADQUARTERS
3850 JUSTICE ROAD
SHERIFF'S CONFERENCE ROOM
EL PASO, TEXAS 79938**

Chair
Maria Elvira Williams

Commissioner
Ruben G. Aparicio Jr.
Rene Diaz

OPEN MEETING

The meeting was called to order at 9:02 a.m. Members present were Chair Williams, Commissioner Diaz, and Commissioner Aparicio. County personnel present were Jose Salayandia from the County Attorney's Office; Suky Gomez, Ludy Velo, Janet Cordova, and Christina Sanchez from the Human Resources Department.

PUBLIC COMMENT

None

APPROVE – CONSENT AGENDA

APRIL 7, 2025

MOTION #1 (ITEM #1)

Approve the minutes of the Regular Meeting for the El Paso County Sheriff's Civil Service Commission on January 6, 2025.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to approve the consent agenda item. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

REGULAR AGENDA

APRIL 7, 2025

MOTION #2 (ITEM #2)

Discuss and approve the 2025 scheduled calendar for the El Paso County Sheriff's Office Civil Service Commission Meetings.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to approve item two. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

APRIL 7, 2025

MOTION #3 (ITEM #3)

Discuss and take appropriate action to approve recommended changes to Chapter 2, Section 3 Employment – Hiring Criteria for Detention Officer, Trainee, of the El Paso County Sheriff's Office Civil Service Commission Rules & Regulations.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to approve item three. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

APRIL 7, 2025

MOTION #4 (ITEM #4)

Discuss and take appropriate action to approve recommended changes to Chapter 2, Section 7 Employment – Equal Employment Opportunity, of the El Paso County Sheriff's Office Civil Service Commission Rules & Regulations.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to approve item four. The motion carried by the majority vote of the commission.

VOTE: NO – Chair Williams, Commissioner Aparicio, Commissioner Diaz
YES – None
ABSENT: NO – None

APRIL 7, 2025

MOTION #5 (ITEM #5)

Discuss and take appropriate action to approve recommended changes to Chapter 5, Section 3 Leave – Leave Leniency, of the El Paso County Sheriff's Office Civil Service Commission Rules & Regulations.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to approve item five. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

APRIL 7, 2025

MOTION #6 (ITEM #6)

Discuss a grievance filed on January 14, 2025, by Tamara Salas, SO Court Clerk, Intermediate, pertaining to suspension, improper application of rules, regulations, and procedures, and disciplinary actions taken against her without proper cause.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to move into Executive Session. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

We are now moving into Executive Session pursuant to Texas Government Code §551.074. It is now 9:22 a.m. The Sheriff's Civil Service Commission will reconvene to regular open session to take official action.

The Civil Service Commission has reconvened to regular open session to take official action. It is now 12:10 p.m.

APRIL 7, 2025

MOTION #7 (ITEM #7)

Discuss and take appropriate action on the grievance filed on January 14, 2025, by Tamara Salas, SO Court Clerk, Intermediate, pertaining to suspension, improper application of rules, regulations, and procedures and disciplinary actions taken against her without proper cause.

On this day, on motion of Commissioner Aparicio, seconded by Commissioner Diaz, it is the order of the Commission to amend the suspension to eight (8) hours and reinstate sixteen (16) worked hours with pay of previously deducted to the grievant. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

MEETING ADJOURNED

JAPRIL 7, 2025

MOTION #8 (ITEM #8)

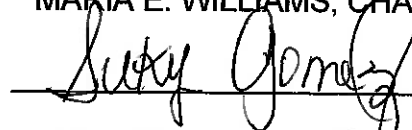
On this day, there being no further business to discuss, Commissioner Diaz moved to adjourn the meeting at 12:53 p.m., seconded by Chair Williams. The motion carried by the majority vote of the commission.

VOTE: YES – Chair Williams, Commissioner Aparicio, Commissioner Diaz
NO – None
ABSENT: NO – None

EXAMINED AND APPROVED THIS 12TH DAY OF NOVEMBER 2025:



MARIA E. WILLIAMS, CHAIR



SUKY GOMEZ, RECORDING SECRETARY