



COUNTY OF EL PASO

CIVIL SERVICE COMMISSION
500 E. SAN ANTONIO, R.M. 302
EL PASO, TEXAS 79901
(915) 546-2318
FAX (915) 546-8126

Chairman
Rafael Adame

Commissioners
Dr. Paula Mitchell
Fernando Parra

MINUTES OF APRIL 3, 2007

COMMISSIONERS PRESENT: RALPH ADAME, CHAIRMAN
DR. PAULA MITCHELL, COMMISSIONER

ABSENT: FERNANDO PARRA, COMMISSIONER

OTHERS PRESENT: ROBERT M. ALMANZÁN,
HUMAN RESOURCES DIRECTOR
RICHARD SANTILLANA, HUMAN RESOURCES
ESTELA SALGADO, HUMAN RESOURCES
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE

The El Paso County Civil Service Commission met in Commissioners' Court Room #303 and was called to order at 3:39 p.m. by Ralph Adame, Chairman.

MOTION #1

ITEM #1 ACCEPTED.

Discuss and take appropriate action on minutes of the Civil Service Commission regularly scheduled meeting of March 6, 2007. (Robert Almanzán, Human Resources Director)

ACTION: It was moved by Chairman Adame, and seconded by Commissioner Mitchell, to accept minutes of the Civil Service Commission regularly scheduled meeting of March 6, 2007.

VOTE: YES –Adame and Mitchell

ABSENT: Parra

MOTION CARRIED.

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE 551.071 AND 551.074.

On this day, the Civil Service Commission discussed Items 7–11 in open session, since item #7 was deleted and items 8-11 were postponed.

**MOTION #2
ITEM #7 DELETED.**

Take appropriate action on a grievance filed/dated January 16, 2007 regarding Dorothy Keeble, Office Adm. Support Manager, County Clerk's office, pertaining to Termination and Rules 2.56, 2.00, 2.01, 2.21, 6.01, 6.02, 6.08, & 6.06. (Bill Arballo, AFSCME Representative – Anabell Perez, Division/Unit Chief)

ACTION: It was moved by Chairman Adame, and seconded by Commissioner Mitchell to delete grievance filed/dated January 16, 2007 regarding Dorothy Keeble, Office Adm. Support Manager, County Clerk's office pertaining to Termination and Rules 2.56, 2.00, 2.01, 2.21, 6.01, 6.02, 6.08 & 6.06 as requested by Ms. Keeble. The grievance was settled by grievant and County Attorney's office.

VOTE: YES – Adame and Mitchell

ABSENT: Parra

MOTION CARRIED.

**MOTION #3
ITEM #8 POSTPONED.**

Take appropriate action on a grievance filed/dated January 12, 2007 regarding Patricia Marquez, Supervisor, County Clerk's office, pertaining to Termination/Dismissal without cause & Rule 2.51. (Bill Arballo, AFSCME Representative – Anabell Perez, Division/Unit Chief)

PAGE 3
CIVIL SERVICE MINUTES
APRIL 3, 2007

ACTION: It was moved by Chairman Adame, and seconded by Commissioner Mitchell, to postpone a grievance filed/dated January 12, 2007 regarding Patricia Marquez, Supervisor, County Clerk's office, pertaining to Termination/Dismissal without cause & Rule 2.51. The postponement was requested by Mr. Bill Arballo, grievant's representative, at grievant's request, and agreed by the County Attorney's office. The grievance will be heard May 1, 2007 at 3:00 p.m.

VOTE: YES –Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.

MOTION #4 POSTPONED.
ITEM #9

Take appropriate action on a grievance filed/dated February 20, 2007 regarding Noel Pando, Heavy Equipment Operator II, Road & Bridge Department, pertaining to **one (1) day suspension**. (Ralph Girvin, Sr. Trial Attorney – Bill Arballo, AFSCME Representative)

ACTION: It was moved by Chairman Adame, and seconded by Commissioner Mitchell, to postpone a grievance filed/dated February 20, 2007 regarding Noel Pando, Heavy Equipment Operator II, Road & Bridge Department, pertaining to one (1) day suspension. The postponement was requested by Ralph Girvin, Sr. Trial Attorney, County Attorney's office and agreed by Mr. Bill Arballo, grievant's representative. The grievance will be heard June 5, 2007 at 3:00 p.m.

VOTE: YES –Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.

MOTION #5 POSTPONED.
ITEM #10

Take appropriate action on a grievance filed/dated March 2, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to **7.09 (d) and three (3) days suspension**. (Ana Perez, Division Unit/Chief)

PAGE 4
CIVIL SERVICE MINUTES
APRIL 3, 2007

ACTION: It was moved by Chairman Adame, and seconded by Commissioner Mitchell, to postpone a grievance filed/dated March 2, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to 7.09 (d) and three (3) days suspension. The postponement was requested by Daniel Gonzalez, Attorney at Law, and agreed by Kitty Schild, County Attorney's office. The grievance will be heard May 1, 2007 at 3:00 p.m.

VOTE: YES –Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.

MOTION #6 POSTPONED.
ITEM #11

Take appropriate action on a grievance filed/dated March 19, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to **7.09 (d) five (5) days suspension and retaliation.** (Ana Perez, Division Unit/Chief)

ACTION: It was moved by Chairman Adame, and seconded by Commissioner Mitchell, to postpone a grievance filed/dated March 19, 2007 regarding Elsa De La Torre-Barber, Accountant, County Clerk's office, pertaining to 7.09 (d) five (5) days suspension and retaliation. The grievance will be heard May 1, 2007 at 3:00 p.m.

VOTE: YES –Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.

MEETING ADJOURNED

On this day, there being no further business to discuss, the meeting was adjourned at 3:50 p.m.

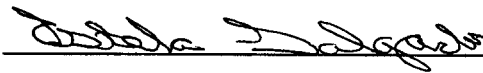
VOTE: YES – Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.



RAFAEL ADAME, CHAIRMAN



ESTELA SALGADO, RECORDING SECRETARY