



COUNTY OF EL PASO

CIVIL SERVICE COMMISSION
500 E. SAN ANTONIO, RM. 302
EL PASO, TEXAS 79901
(915) 546-2218
FAX (915) 546-8126

*Chairperson
Paula Mitchell*

*Commissioners
Trini Munoz
Carol Garcia*

MINUTES OF APRIL 6, 2010

COMMISSIONERS PRESENT:  PAULA MITCHELL, CHAIRPERSON
CAROL GARCIA, COMMISSIONER
TRINI MUNOZ, COMMISSIONER

OTHERS PRESENT: LIZA REYES, HUMAN RESOURCES
ESTELA SALGADO, HUMAN RESOURCES
SUKIE GOMEZ, HUMAN RESOURCES
ROBERT GALLEGOS, HUMAN RESOURCES
CHRISTINA SANCHEZ, COUNTY ATTORNEY'S OFFICE

The El Paso County Civil Service Commission met in Commissioners' Court Room and was called to order at 3:06 p.m. by Estela Salgado, HR Supervisor.

PUBLIC COMMENT

On this day, the following persons appeared before the Civil Service Commission to offer public comment.

Betsy C. Keller, Human Resources Department, announced Liza Reyes's last day as HR Advisor to the Civil Service Commission and thanked her for her hard work. She also introduced Mr. Robert Gallegos, Human Resources, as the new HR Advisor.

Estela Salgado, Human Resources Department, spoke regarding Liza Reyes thanking her for her dedication and hard work on assisting as the HR Advisor for the Civil Service Commission.

Paula Mitchell, Chairperson, presented a placard to Ms. Liza Reyes on behalf of the Civil Service Board members.

Paula Mitchell, Chairperson, informed the board members, County Attorney's Office and Human Resources Department, that she would not be present at the next monthly meeting.

CONSENT AGENDA

MOTION #1

ITEM #1 Discuss and take appropriate action on minutes of the Civil Service Commission regularly scheduled meeting of March 2, 2010. (Betsy C. Keller, Human Resources Director)

ACTION: It was moved by Trini Muñoz, Commissioner, and seconded by Carol Garcia, Commissioner, to approve the minutes of the regularly scheduled meeting of March 2, 2010 as submitted by Betsy C. Keller, Human Resources Director.

VOTE: YES - Mitchell, Garcia, Muñoz

Absent – None

MOTION CARRIED.

MOTION #1

ITEM #2 Discuss and take appropriate action on the requests from employees listed in the back up to be recipients of donated vacation leave. (Betsy C. Keller, Human Resources Director)

ACTION: It was moved by Trini Muñoz, Commissioner, and seconded by Carol Garcia, Commissioner, to approve the requests from employees listed in the back up to be recipients of donated vacation leave as submitted by Betsy C. Keller, Human Resources Director.

VOTE: YES - Mitchell, Garcia, Muñoz

Absent – None

MOTION CARRIED.

REGULAR AGENDA

MOTION #2

ITEM #3 Discuss and take appropriate action regarding the use of live streaming video of the Civil Service Commission meetings. (Trini Muñoz, Commissioner)

PAGE 3
CIVIL SERVICE AGENDA
APRIL 6, 2010

ACTION: It was moved by Paula Mitchell, Chairman, and seconded by Trini Muñoz, Commissioner, to postpone the item regarding the use of live streaming video of the Civil Service Commission meetings and that the Human Resources Department draft guidelines to be presented to the Civil Service Commission on the May 4th meeting.

VOTE: YES - Mitchell, Garcia, Muñoz

Absent – None

MOTION CARRIED.

MOTION #4

ITEM #4 Discuss and take appropriate action to approve the revised Acknowledgement Page pertaining to the Civil Service Rules and Regulations Book. (Liza Reyes, Assistant Human Resources Director)

ACTION: It was moved by Carol Garcia, Commissioner, and seconded by Paula Mitchell, Chairperson, to approve the revised Acknowledgement page pertaining to the Civil Service Rules and Regulations Book, as presented by Estela Salgado, HR Supervisor, and reviewed by County Attorney's Office.

VOTE: YES - Mitchell, Garcia

NO: Muñoz

MOTION CARRIED.

NO ACTION TAKEN.

ITEM #5 Receive presentation by Jose Rojo regarding proposed changes to the Civil Service Rules 2.45 – 2.47. (Jose Rojo, Former Employee)

ACTION: No action was taken on presentation by Jose Rojo regarding changes to the Civil Service Rules 2.45- 2.47 of the Civil Service Rules and Regulations Book. The presentation will be heard on May 4, 2010 at 3:00 p.m.

VOTE: YES - Mitchell, Garcia, Muñoz

Absent – None

MOTION CARRIED.

**PAGE 4
CIVIL SERVICE AGENDA
APRIL 6, 2010**

MOTION #5

ITEM #6 Discussion and action on proposed changes to the Civil Service Rules 2.45 – 2.47. (Trini Muñoz, Commissioner)

ACTION: It was moved by, Trini Muñoz, Commissioner, and seconded by Carol Garcia, Commissioner to delete the item regarding proposed changes to the Civil Service Rules 2.45- 2.47 as requested by Trini Muñoz, Commissioner.

VOTE: YES - Mitchell, Garcia, Muñoz

Absent – None

MOTION CARRIED.

MOTION #3

ADDENDUM ITEM #1

Discuss and take appropriate action regarding ITD Leave Request/Roll Call System Policy. (Peter Cooper, Chief Technology Officer)

ACTION: It was moved by Carol Garcia, Commissioner, and seconded by Trini Muñoz, Commissioner, to accept the ITD Leave Request/Roll Call System Policy for the ITD Department as presented by Cathy Rice, Office Adm./ Support Manager and reviewed by County Attorney's Office.

VOTE: YES - Mitchell, Garcia, Muñoz

Absent – None

MOTION CARRIED.

GRIEVANCES

EXECUTIVE SESSION: PURSUANT TO TEXAS GOVERNMENT CODE § 551.074

On this day, the Civil Service Commission went into executive session to discuss Items #7 & #8 pursuant to Texas Government Code § 551.071 at 3:40 p.m.

The Civil Service Commission would go into open session to take official action.

ITEM #9 Take appropriate action on grievance filed/dated January 6, 2010 regarding, Rodney Treat, Deputy Constable, Constable Pct. #5, and if the Commission does find jurisdiction, discuss grievance filed dated January 6, 2010 regarding Rodney Treat, Deputy Constable, Constable Pct. #5, pertaining to a vacancy and RIF's process for the Office of Constable Pct. #2 and Rules 2.39 - 2.40. (Eric Gammon, Constable, Pct. #2 – Janet Monteros, Sr. Trial Attorney, - Jim Jopling, Cleat Attorney)

MOTION #6

FIRST MOTION:

ACTION: It was moved by Trini Muñoz, Commissioner, that the Civil Service Commission does have jurisdiction on grievance filed dated January 6, 2010 regarding Rodney Treat, Deputy Constable, Constable Pct. #5, pertaining to a vacancy and RIF's process for the Office of Constable Pct. #2 and Rules 2.39 - 2.40.

VOTE: YES - Muñoz

NO: None

MOTION FAILS FOR A LACK OF A SECOND.

MOTION #7

SECOND MOTION:

ACTION: It was moved by Carol Garcia, Commissioner, and seconded by Paula Mitchell, Chairperson, to accept withdrawal on grievance filed dated January 6, 2010 regarding Rodney Treat, Deputy Constable, Constable Pct. #5, pertaining to a vacancy and RIF's process for the Office of Constable Pct. #2 and Rules 2.39 - 2.40 as per written request by Mr. Treat's attorney, Jim Jopling.

VOTE: YES – Garcia, Mitchell

NO: Muñoz

MOTION CARRIED.

MOTION #8

ITEM #10 Take appropriate action on grievance filed/dated January 6, 2010 regarding, Alfredo Nava, Deputy Constable, Constable Pct. #6, and if the Commission does find jurisdiction, discuss grievance filed dated January 6, 2010 regarding Alfredo Nava, Deputy Constable, Constable Pct. #6, pertaining to a vacancy and RIF's process for the Office of Constable Pct. #2 and Rules 2.39 - 2.40. (Eric Gammon, Constable, Pct. #2 – Janet Monteros, Sr. Trial Attorney, - Miles McNeal, Cleat Attorney)

ACTION: It was moved by Trini Muñoz, Commissioner, to delete a grievance filed dated January 6, 2010 regarding Alfredo Nava, Deputy Constable, Constable Pct. #6, pertaining to a vacancy and RIF's process for the Office of Constable Pct. #2 and Rules 2.39 - 2.40. Janet Monteros, County Attorney's Office, and Bruce Ponder, Public Defender's Office, informed the Civil Service Commission that Mr. Alfredo Nava Jr. had been reinstated.

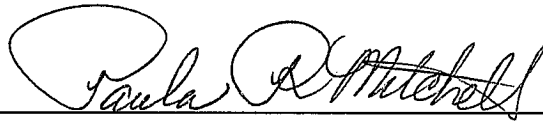
VOTE: YES - Mitchell, Garcia, Muñoz

NO: None

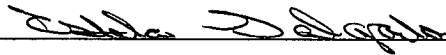
MOTION CARRIED.

MEETING ADJOURNED

On this day, there being no further business to discuss, Commissioner Muñoz, and seconded by Commissioner Garcia moved to adjourn the meeting, at 4:10p.m.



PAULA MITCHELL, CHAIRPERSON



ESTELA SALGADO, RECORDING SECRETARY

VOTE: YES - Mitchell, Garcia, Muñoz

NO: None

MOTION CARRIED.

cc: Anthony Cobos, County Judge