



EL PASO COUNTY SHERIFF'S OFFICE - CIVIL SERVICE COMMISSION

MINUTES OF OCTOBER 3, 2011

COMMISSIONERS PRESENT: PERRY MARTIN, CHAIR (SHERIFF'S OFFICE)
FERMIN ACOSTA JR., COMMISSIONER (DA'S OFFICE)
BARRY BOGLE, COMMISSIONER (COMMISSIONERS COURT)

OTHERS PRESENT: MELISSA CARRILLO, HUMAN RESOURCES
SUKY GOMEZ, HUMAN RESOURCES
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE
JOSE MARRUFO, EPCSOA
MARILYN MUNGERSON, COUNTY ATTORNEY'S OFFICE

ABSENT: JIM JOPLING, CLEAT
BILL ELLIS, SHERIFF'S OFFICE

ITEM #1 The El Paso County Sheriff's Civil Service Commission met in the Cesar Arreola Briefing Room and was called to order at 1:31 p.m. by Perry Martin, Chair.

ITEM #2 PUBLIC COMMENT

Perry Martin, Chair, would like to ensure that Marilyn Mungerson, County Attorney's Office, and Richard D. Wiles, Sheriff, be present at the next regular scheduled meeting of November 7, 2011.

ITEM #3 MOTION #1 - APPROVED

Discuss and take appropriate action on the minutes for the Civil Service Commission regular-scheduled meeting of September 12, 2011.

ACTION: It was moved by Fermin Acosta Jr., Commissioner, and seconded by Barry Bogle, Commissioner, to approve the minutes for the Civil Service Commission regular-scheduled meeting of September 12, 2011.

VOTE: YES – Bogle, Acosta, Martin NO – None

MOTION CARRIED.

ITEM #4 MOTION #2 - APPROVED

Discuss and take appropriate action on the request from employees listed on the back up to be recipients of donated vacation leave.

ACTION: It was moved by Barry Bogle, Commissioner, and seconded by Fermin Acosta Jr., Commissioner, agreed to approve the leave request.

VOTE: YES – Bogle, Acosta, Martin NO – None

MOTION CARRIED.

ITEM #5 MOTION #3 - POSTPONED

Discuss and take appropriate action to adopt Grievance form for the Sheriff's Office Civil Service.

ACTION: It was moved by Barry Bogle, Commissioner, and seconded by Fermin Acosta Jr., Commissioner, to postpone the item for the next regular scheduled meeting of November 7, 2011.

VOTE: YES – Bogle, Acosta, Martin NO – None

MOTION CARRIED.

ITEM #6 MOTION #4 – APPROVED

Discuss and take appropriate action on the revised job description for the position of Communication Specialist Trainee.

ACTION: It was moved by Barry Bogle, Commissioner, and seconded by Fermin Acosta Jr., Commissioner, to approve the revised job description for the position of Communication Specialist Trainee.

VOTE: YES – Acosta, Bogle, Martin NO - None

MOTION CARRIED.

ITEM # MOTION #5 - MEETING ADJOURNED

ACTION: On this day, there being no further business to discuss, Fermin Acosta Jr., Commissioner, moved to adjourn the meeting at 1:50 p.m., and Barry Bogle, Commissioner, seconded the motion.

VOTE: YES – Bogle, Acosta, Martin NO - None

MOTION CARRIED.

EXAMINED AND APPROVED THIS 7TH DAY IN NOVEMBER, 2011:



PERRY MARTIN, CHAIR



SUKY GOMEZ, RECORDING SECRETARY

