

**EL PASO COUNTY SHERIFF'S OFFICE CIVIL SERVICE COMMISSION:
NOTICE: CHANGE OF RULES**

POSTED: Friday, June 16, 2023 – by 5:00 pm

In accordance with Sec. 1.4.01 of the Civil Service Commission, this notice contains the proposed changes regarding sections in the Civil Service Commission Rules & Regulations. They will be discussed, and appropriate action will be taken at the following regular meeting:

Monday, July 3, 2023

YouTube Channel: El Paso County, Texas Public Meetings

Proposed Change #1: Discuss and take appropriate action to approve recommended changes to Chapter 2, Section 11 Employment – Re-Employment, of the El Paso County Sheriff's Office Civil Service Commission Rules & Regulations.

SECTION 11: RE-EMPLOYMENT

- 2.11.01 Former employees who separated from service in good standing shall be eligible for re-employment within the County.
- A. Candidates for re-employment are subject to the same employment procedures as any other applicants pursuing employment with the County and shall refer to alternate County policies regarding employment.
 - (1) Employees who are re-employed within 6 months will be re-instated to the same accrual rate for vacation leave as if no separation had occurred.
 - B. If not more than six (6) months break in service has occurred, and the position the employee last vacated is vacant, an employee may be re-employed to the grade and step upon which they previously separated, if a vacancy is available, upon recommendation of the Sheriff.
 - C. Employees who are re-employed within 30 days will be re-instated to the same sick leave balance and health and dental insurance coverage as if no separation had occurred.
 - ~~D. Generally, a former County employee may not be re-employed if he/she was terminated or resigned in lieu of termination; however, breaks in service due to termination will be reviewed on a case by case basis.~~
 - D. Employees who are terminated from their position for disciplinary reasons, resign or retire in lieu of termination or other administrative action, resign or retire during the pendency of an internal investigation of a serious nature, resign without complying with Section 2.12.01 of these Rules, or are considered to have resigned pursuant to Section 2.12.02 of these Rules are not eligible for re-employment.
- 2.11.02 Reinstatement
- A. If an employee should be dismissed or demoted as the result of a reduction in force, and if within a period of (6) six months thereafter, a vacancy should occur in the Sheriff's Office and in the same or in a lower class, the said employee shall be reinstated in the vacant position, provided that such employee is willing to accept the offered employment, and that such employee meets all qualifications for said position.
 - B. When more than one dismissed or demoted person qualifies for reinstatement under these rules, the preference shall be given to the person laid off last.

Copies of the proposed changes may be picked up in the Human Resources Office of the El Paso County Sheriff's Office at:

Sheriff's Headquarters
3850 Justice Road

Thank you!

Patricia Bruner
COUNTY CLERK
EL PASO COUNTY, TEXAS
2023 JUN 16 PM 2:36
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IN MY OFFICE