

**EL PASO COUNTY SHERIFF'S OFFICE**



**CIVIL SERVICE COMMISSION**

**REGULAR MEETING MINUTES  
1:30 P.M. MONDAY, FEBRUARY 4, 2013  
SHERIFF'S HEADQUARTERS  
3850 JUSTICE ROAD  
SHERIFF'S CONFERENCE ROOM  
EL PASO, TEXAS 79938**

**Oscar Leeser, Chair**

**Fermin Acosta Jr., Commissioner**

**Barry Bogle, Commissioner**

**OPEN MEETING**

The meeting was called to order at 1:40 p.m. Staff present were Jose Gonzalez from the County Attorney's Office, Melissa Carrillo and Margie Morales from the Human Resources Department, Jim Jopling from Cleat, Jose Marrufo from the Association, William Ellis, and Holly Lytle from the Sheriff's Office.

**PUBLIC COMMENT**

There were no public comments.

**APPROVE – CONSENT AGENDA**

**FEBRUARY 4, 2013**

**MOTION #1(ITEM #1)**

**APPROVE THE MINUTES OF THE CIVIL SERVICE COMMISSION MEETING HELD ON JANUARY 7, 2013.**

On this day, on motion of Commissioner Fermin Acosta Jr., seconded by Commissioner Barry Bogle, it is the order of the Commission to approve Consent Agenda.

VOTE: YES - Acosta Jr., Bogle, Leeser

NO: None

**MOTION CARRIED.**

**REGULAR AGENDA**

**FEBRUARY 4, 2013**

**NO ACTION (ITEM #2)**

**NOTIFY THE COMMISSION OF THE CONTRACT GRIEVANCE; ARTICLES OF AGREEMENT BETWEEN THE COUNTY AND THE ASSOCIATION ARTICLE 11, SECTION 1 AND SECTION 4; THE SHERIFF'S CIVIL SERVICE COMMISSION CHAPTER 10, SECTION 10.2.01 A, B AND D. FILE NO. EP-12-156 (SICK LEAVE). THE MATTER WILL BE HEARD BY AN INDEPENDENT ARBITRATOR; THEREFORE WAIVING THE RIGHT TO APPEAL TO THE CIVIL SERVICE COMMISSION.**

**FEBRUARY 4, 2013**

**MOTION #2 (ITEM #3)**

**DISCUSS AND TAKE APPROPRIATE ACTION CONCERNING CHANGES TO THE LIST OF EXEMPT EMPLOYEES IN SECTION 2.5.01 OF THE EL PASO COUNTY SHERIFF'S OFFICE CIVIL SERVICE COMMISSION RULES AND REGULATIONS.**

On this day, on motion of Commissioner Barry Bogle, seconded by Commissioner Fermin Acosta Jr., it is the order to approve the change to the list of exempt employees *(10) Clerk to Office Specialist* in Section 2.5.01 of the El Paso County Sheriff's Office Civil Service Commission Rules and Regulations.

VOTE: YES - Bogle, Acosta Jr., Leeser

NO: None

MOTION CARRIED.

**FEBRUARY 4, 2013**

**MOTION #3 (ITEM #4)**

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO CHAPTER 2, SECTION 3, HIRING CRITERIA FOR DETENTION OFFICER, ITEM 2.3.01 OF THE EL PASO SHERIFF'S OFFICE CIVIL SERVICE COMMISSION RULES & REGULATIONS.**

On this day, on motion of Commissioner Barry Bogle, seconded by Commissioner Fermin Acosta Jr., it is the order to approve the below changes to Chapter 2, Section 3, Hiring Criteria for Detention Officer.

*Submit an employment entrance-notice application  
Successfully complete and pass a Pre-Screening Exam.*

VOTE: YES - Bogle, Acosta Jr., Leeser

NO: None

MOTION CARRIED.

**MEETING ADJOURNED**

**FEBRUARY 4, 2013**

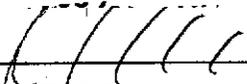
**MOTION #4 (ITEM #5)**

On this day, there being no further business to discuss, Commissioner Fermin Acosta Jr. moved to adjourn the meeting at 1:46 p.m., seconded by Commissioner Barry Bogle.

VOTE: YES - Acosta Jr., Bogle, Leeser      NO: None

MOTION CARRIED.

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OSCAR LEESER, CHAIR  
MARGIE MORALES, RECORDING SECRETARY

MOTION CARRIED.