



COUNTY OF EL PASO

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

Chairman
Rafael Adame

Commissioners
Dr. Paula Mitchell
Fernando Parra

MINUTES OF JUNE 5, 2007

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

OTHERS PRESENT: LIZA CALDERON, H.R. ASSISTANT DIRECTOR
ESTELA SALGADO, EMPLOYMENT/CS SPECIALIST
LEE SHAPLEIGH, COUNTY ATTORNEY'S OFFICE

ABSENT: ROBERT ALMANZÁN, H.R. DIRECTOR
HOLLY LYTTLE, COUNTY ATTORNEY'S OFFICE

The El Paso County Civil Service Commission met in Commissioners Court Room and was called to order at 3:31 p.m. by Ralph Adame, Chairman.

MOTION #1

ITEM #1 APPROVED CONSENT AGENDA ITEMS.

It was moved by Commissioner Mitchell, and seconded by Chairman Adame, to approve the following Consent Agenda items:

- 1. Approval of Minutes of the scheduled meeting of May 1, 2007**

2. Discuss and approve the requests from the employees listed in the back up to be recipients of donated vacation leave.
 - (a) Isabel Rivas, Law Library Assistant
 - (b) Christopher Marin, Mail Copy Room/Operator
 - (c) Becky Gonzalez, Admin. Assist., Intermediate

VOTE: YES – Adame, 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On this day, the Civil Service Commission discussed Items 5 and 6 in open session, since the grievance was either withdrawn or postponed.

MOTION #2 WITHDRAWN.

ITEM #5 Take appropriate action on a grievance filed/dated March 26, 2007 regarding Jaime Mendez, Senior Clerk I, Justice Peace #2, pertaining to **Termination and Rule 7.09 (d)**. (Daniel Ordonez, Sr. Trial Attorney – Bill Arballo, AFSCME Representative)

ACTION: It was moved by Chairman Adame and seconded by Commissioner Mitchell, to withdraw a grievance filed/dated March 26, 2007 regarding Jaime Mendez, Senior Clerk I, Justice Peace #2, pertaining to Termination and Rule 7.09 (d). The grievance was settled by both the grievant and County Attorney's office.

VOTE: YES – Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.

PAGE 3
CIVIL SERVICE MINUTES
JUNE 5, 2007

MOTION #3 POSTPONED.

ITEM #6 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**. (Manuel Romero, 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 grievance will be heard August 7, 2007 at 3:00 P.M.

VOTE: YES – Adame, Mitchell

ABSENT: Parra

MOTION CARRIED.

**** Commissioner Parra entered the Courtroom at 4:12 p.m.**

REGULAR AGENDA

MOTION #4

ITEM #7 **APPROVED.**

Discuss & take appropriate action concerning changing the burden of proof in grievance matters in the Civil Service Rules and Regulations Book. (Robert M. Almanzán, Human Resources Director)

PAGE 4
CIVIL SERVICE MINUTES
JUNE 5, 2007

ACTION: It was moved by Chairman Adame and seconded by Commissioner Mitchell to approve changing the burden of proof in grievance matters in the Civil Service Rules and Regulations Book, pertaining to Rule 7.20, subject to verification of posting requirements. The initial language that was submitted reads as follows:

Hearings before the El Paso County Civil Service Commission are De Novo* and the grievant shall have the burden of proof by a preponderance of the evidence, except in cases involving dismissal, demotion or suspension. In cases involving dismissal, demotion or suspension, the Elected Official/Department Head by whom the action was taken has the burden of proving by a preponderance of the evidence just grounds for the dismissal, demotion or suspension. *De Novo means the Commission will conduct an evidentiary hearing and make a decision independent of any previous decisions or hearings.

VOTE: YES –Adame, Mitchell, and Parra

NO-NONE

MOTION CARRIED.

MEETING ADJOURNED

On this day, there being no further business to discuss, the meeting was adjourned at 4:15 p.m.


VOTE: YES – Adame, Mitchell, and Parra

NO-NONE

MOTION CARRIED.



RAFAEL ADAME, CHAIRMAN



ESTELA SALGADO, RECORDING SECRETARY

cc: Anthony Cobos, County Judge