

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION

**SPECIAL MEETING MINUTES
1:00 P.M., TUESDAY, JANUARY 22, 2013
COUNTY JUDGES CONFERENCE, ROOM 301
500 E. SAN ANTONIO
EL PASO, TEXAS 79901**

Selena N. Solis, Chair

Grace D. Munoz, Commissioner

Carlos Gomez, Commissioner

OPEN MEETING

The meeting was called to order at 1:24 p.m. Staff present were Kevin McCary and Lee Shapleigh from the County Attorney's Office, Elsie West, Estela Salgado, Gabriela Esquivel, and Verence Acosta from the Human Resources Department. A full quorum was established with all being present except Commissioner Gomez.

PUBLIC COMMENT

NO PUBLIC COMMENT

DENIED - REGULAR AGENDA

JANUARY 22, 2013

MOTION #1 (ITEM #1)

- 1. DISCUSS AND TAKE APPROPRIATE ACTION IN REFERENCE TO CIVIL SERVICE RULE 2.00 (B) TO DESIGNATE THE POSITION OF ADMINISTRATIVE ASSISTANT, SENIOR FROM COVERED TO NON-COVERED STATUS UNDER THE PROVISIONS OF THE CIVIL SERVICE RULES & REGULATIONS SYSTEM. (POSTPONED FROM JANUARY 8, 2013)
--Laura Strathmann, Judge, 388th District Court**

On this day the Civil Service Commission went into executive session at 2:26 p.m.

On this day the Civil Service Commission came back to open session at 2:31 p.m.

On this day, on motion of Chair Solis, seconded by Commissioner Munoz, it is the order of the Commission to deny the request made by Judge Laura Strathmann, 388th District Court to designate the position of Administrative Assistant, Senior from covered to non-covered status under the provisions of the Civil Service Rules and Regulations, based on the testimony and the job description provided by Judge Strathmann with indications that the duties and responsibilities does not involve any policy making or confidentiality.

VOTE: YES- Munoz, Solis

NO: NONE

MEETING ADJOURNED

JANUARY 22, 2013

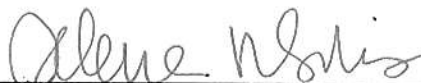
MOTION #2 (ITEM #2)

On this day, there being no further business to discuss, Chair Solis moved to adjourn the meeting at 3:25 p.m., seconded by Commissioner Munoz.

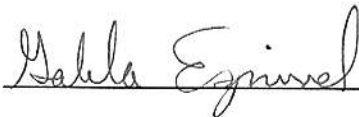
VOTE: YES- Munoz, Solis

NO: NONE

EXAMINED AND APPROVED THIS 5th DAY IN FEBRUARY 2013



SELENA N. SOLIS, CHAIR



GABRIELA ESQUIVEL, RECORDING SECRETARY