

COUNTY OF EL PASO



CIVIL SERVICE COMMISSION
SPECIAL MEETING AGENDA
1:00 P.M., TUESDAY, SEPTEMBER 4, 2018
COMMISSIONERS COURT ROOM #303
500 E. SAN ANTONIO AVE.
EL PASO, TEXAS 79901

FILED FOR RECORD
IN MY OFFICE
2018 AUG 30 PM 12:49
Debra Brumby
COUNTY CLERK
EL PASO COUNTY, TEXAS

Chair
Matthew Keats

Commissioners
Raul Campos
Sharon Voelz

OPEN MEETING

NOTICE TO THE PUBLIC

All matters listed under the Consent Agenda will be considered by the Civil Service Commissioners to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Court or persons in the audience request that specific items be removed from the Consent Agenda to the Regular Agenda for discussion prior to the time the Court votes on the motion to adopt the Consent Agenda.

All matters listed on the Consent or Regular Agenda may be discussed in executive session at the option of the El Paso County Civil Service Commission and following oral announcement, if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

PUBLIC COMMENT

Speaker's choice: Five (5) minutes per person during this segment regarding any items or three (3) minutes per person on each item as it appears on the agenda. The same will apply to any interest group consisting of three or more representatives.

CONSENT AGENDA

1. Approve the minutes of the Civil Service Commission Regular Meeting of August 7, 2018.
--Melissa M. Carrillo, Human Resources Department

REGULAR AGENDA

2. Discuss and take appropriate action to approve the revised Organization of Civil Service Policy from the Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department

3. Discuss and take appropriate action to approve the revised Performance Management Policy from the Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department

4. Discuss and take appropriate action to approve the revised Administrative Leave Policy from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department

5. Discuss and take appropriate action to approve the Timekeeping Policy from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department

6. Discuss and take appropriate action to 1) approve the revisions of the following recruitment policies which include: Employee Identification Badge, Employment Definitions, Promotions, Employment Procedures; and 2) rescind the Employment Transfers and Department Head Hiring Procedures Policies from the El Paso County Human Resources Department.
-- Melissa M. Carrillo, Human Resources Department

7. ADJOURN

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CLERK'S OFFICE
2018 AUG 30 PM 12:49
Dale R. ...
COUNTY CLERK
EL PASO COUNTY, TEXAS