

Due to the El Paso County Declaration of Local Disaster for the Public Health Emergency regarding COVID-19 Virus and Commissioners Court order on March 16, 2020, County Board meetings are required to be cancelled or conducted through electronic conferencing. This meeting will only be accessible through the YouTube channel called "El Paso County, Texas Public Meetings." If you are wanting to provide a public comment, you are required to leave a message with your phone number prior to the meeting by dialing 888-835-7276 or 888-8 EL PASO. You will be contacted when it is time to address the Civil Service Commission.

EL PASO COUNTY



CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES

1:00 P.M., TUESDAY, AUGUST 25, 2020

YouTube Channel: El Paso County, Texas Public Meetings

<https://www.youtube.com/channel/UCiMSJrlbRPMdITh69bCmogQ>

Chair

Matthew Keats (Present)

Commissioners

Raul Campos (Absent)

Sharon Voelz (Present)

OPEN MEETING

NOTICE TO THE PUBLIC

The meeting was called to order at 1:06 p.m. Commissioners present were Matthew Keats, and Sharon Voelz. Staff present were Ryan Kerr, Evette Ugues and other members from the County Attorney's Office; Reginal Powe, Michelle Cochrane, Valeria Fernandez, and Maria D. Gonzalez and other staff from the Human Resources Department. A quorum was established.

PUBLIC COMMENT

None

CONSENT AGENDA

AUGUST 25, 2020

MOTION 1 (ITEM #1)

Approve the minutes of the Civil Service Commission Regular Meeting of May 5, 2020.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the May 5, 2020 Regular Meeting Minutes of the Civil Service Commission.

VOTE: YES- Voelz and Keats
NO: None

REGULAR AGENDA

AUGUST 25, 2020

MOTION 2 (ITEM #2)

Discuss and take appropriate action to approve the revised Performance Management and Evaluation Policy.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the revised Performance Management and Evaluation Policy.

VOTE: YES- Voelz and Keats
NO: None

AUGUST 25, 2020

MOTION 3 (ITEM #3)

Discuss and take appropriate action to approve the Reconstitution of Operations Plan (ROOP) Policy OP-20-0956.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the Reconstitution of Operations Plan (ROOP) Policy OP-20-0956.

VOTE: YES- Voelz and Keats
NO: None

AUGUST 25, 2020

MOTION 4 (ITEM #4)

Discuss and take appropriate action to approve the Telework Policy OP-20-0957.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the Telework Policy OP-20-0957.

VOTE: YES- Voelz and Keats

NO: None

AUGUST 25, 2020

MOTION 5 (ITEM #5)

Discuss and take appropriate action to approve the Emergency Paid Sick Leave & Expanded Family and Medical Leave (In Accordance with the Families First Coronavirus Response Act) Policy OP-20-0953.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the Emergency Paid Sick Leave & Expanded Family and Medical Leave (In Accordance with the Families First Coronavirus Response Act) Policy OP-20-0953.

VOTE: YES- Voelz and Keats

NO: None

AUGUST 25, 2020

MOTION 6 (ITEM #6)

Discuss and take appropriate action to approve the revised Sick Leave Policy OP-20-0954.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the revised Sick Leave Policy OP-20-0954.

VOTE: YES- Voelz and Keats

NO: None

AUGUST 25, 2020

MOTION 7 (ITEM #7)

Discuss and take appropriate action to approve the revised Vacation Policy OP-20-0955.

--Melissa M. Carrillo, Human Resources Department

On this day, on motion of Commissioner Voelz and seconded by Chair Keats, it is the order of the Commission to approve the revised Vacation Policy OP-20-0955.

VOTE: YES- Voelz and Keats

NO: None

ADJOURN

MOTION 8 (ITEM #8)

On this day, there being no further business to discuss, on motion of Commissioner Voelz and seconded by Chair Keats the meeting adjourned at 1:34 p.m.

VOTE: YES- Voelz and Keats
NO: None

EXAMINED AND APPROVED THIS 6TH DAY IN OCTOBER 2020



MATTHEW KEATS, CHAIR



MARIA D. GONZALEZ, RECORDING SECRETARY