

This meeting may include one or more Commissioners that will participate by videoconference, and El Paso County employees that will participate by videoconference, which is allowed pursuant to Texas Government Code Section 551.127. A quorum of the Civil Service Commission will be physically present at the Enrique Moreno Courthouse, 500 East San Antonio, 3rd floor, room 303, El Paso, Texas 79901. The meeting is open to the public during the open portions of the meeting, and the Commissioner participating by video conference shall be visible and audible to the public for as long as the Commissioner is able to participate. 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 AGENDA
1:00 P.M., TUESDAY, NOVEMBER 1, 2022**

**FILED FOR RECORD
IN MY OFFICE**

2022 OCT 28 PM 1:05

**DELIA BRIONES
COUNTY CLERK
EL PASO COUNTY, TEXAS**

Chair
Sharon Voelz

Commissioners
Raul Campos
Laura Urrutia

OPEN MEETING

As soon as a quorum is met, the Chair shall open the meeting at approximately 1:00 p.m.

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

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.

Speaking time limits will be observed. During Public Comment, the speaking time limit is five (5) minutes per person. During discussion of an agenda item, the speaking time limit is five (5) minutes per person. Time cannot be delegated from one speaker to another.

CONSENT AGENDA

1. Approve the minutes of the Civil Service Commission Regular Meeting of September 20, 2022.
--Michelle Cochrane, Human Resources Department

REGULAR AGENDA

2. Discuss and take appropriate action to approve the calendar for the 2023 regularly scheduled Civil Service Commission Meetings.
-- Michelle Cochrane, Human Resources Department
3. Discuss and take appropriate action to approve the Policies and Procedures from the El Paso County Clerk's Office pages 15-17. OP-22-585
-- Delia Briones, County Clerk's Office
4. Discuss and take appropriate action to approve the Policy Handbook from the El Paso County, Justice of the Peace #4. OP-22-391
-- Judge Rebecca Bustamante, Justice of the Peace Pct. #4
5. Receive the El Paso County, Code of Ethics training presentation from the Human Resources Department.
-- Michelle Cochrane, Human Resources Department
6. Receive a presentation from the County Attorney's Office regarding the Texas Open Meetings Act and Public Information Act.
-- Ana Schumacher, County Attorney's Office
7. ADJOURN