

**WEDNESDAY, JANUARY 12, 2009
EL PASO COUNTY SHERIFF'S OFFICE – CIVIL SERVICE COMMISSION
MET IN REGULAR SESSION
AT 4:18 P.M.**

WITH THE FOLLOWING MEMBERS PRESENT:

**COMMISSIONER MIKE GARCIA-CHAIR
COMMISSIONER GENE FINKE
COMMISSIONER IRENE ORTIZ (Previously Irene Ramirez)**

**SHERIFF'S DEPARTMENT
DISTRICT ATTORNEY'S OFFICE
COUNTY COMMISSIONER'S COURT**

OTHERS PRESENT:

**RICHARD D. WILES, EL PASO COUNTY SHERIFF
WILLIAM ELLIS, EXECUTIVE ADMINISTRATIVE OFFICER, EL PASO COUNTY SHERIFF'S OFFICE
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE
JOSEFINA BROSTROM, COUNTY ATTORNEY'S OFFICE
MELISSA CARRILLO, HUMAN RESOURCES DEPARTMENT
ANDRES MERCADO, HUMAN RESOURCES DEPARTMENT
PATRICK LARA, COMBINED LAW ENFORCEMENT ASSOCIATIONS OF TEXAS (CLEAT)
JOSE MARRUFO, EL PASO COUNTY SHERIFF'S OFFICERS' ASSOCIATION, INC.
LT. GUERRA, EL PASO COUNTY SHERIFF'S OFFICE
CATHERINE MITZEL, EL PASO COUNTY SHERIFF'S OFFICE**

MEETING CALLED TO ORDER

JANUARY 12, 2009

ITEM #1

On this day, the El Paso Sheriff's Office (EPSO) Civil Service meeting was called to order at 4:18pm by Commissioner Mike Garcia, Chair.

APPROVAL OF MINUTES

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**ITEM #2
MOTION #1**

On this day, on motion of Commissioner Gene Finke, seconded by Commissioner Irene Ortiz, the Commission approved the minutes for October 28, 2008.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING EPSO TRANSITION MATTERS.

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ITEM #3 – NO ACTION

On this day, the Commission discussed various EPSO transition matters.

INTRODUCTIONS

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ITEM #4 - NO ACTION

On this day, the Commission was introduced to new Sheriff's Office personnel.

DISCUSS AND TAKE APPROPRIATE ACTION ON LT. MARVIN RYALS GRIEVANCE.

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**ITEM #5A
MOTION #2**

On this day, on motion of Commissioner Gene Finke, seconded by Commissioner Irene Ortiz, the Commission agreed to discuss the item in Executive Session.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

EXECUTIVE SESSION

DISCUSS AND TAKE APPROPRIATE ACTION ON LT. MARVIN RYALS GRIEVANCE.

Pursuant to Texas Government Code Section 551.071, the Commission entered into Executive Session at 4:21p.m. to discuss Agenda Item #5, Jurisdictional Hearing on Lt. Marvin Ryal's Grievance. The Commission would reconvene to take official action.

**REGULAR SESSION:
DISCUSS AND TAKE APPROPRIATE ACTION ON LT. MARVIN RYALS GRIEVANCE.**

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**ITEM #5B
MOTION #3**

On this day, at 4:36p.m., on motion of Commissioner Gene Finke, and seconded by Commissioner Irene Ortiz, the Commission decided to go back into Regular Session to discuss and take appropriate action on Lt. Marvin Ryal's Grievance.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

DISCUSS AND TAKE APPROPRIATE ACTION ON LT. MARVIN RYALS GRIEVANCE.

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**ITEM #5C
MOTION #4**

On this day, on motion of Commissioner Gene Finke, and seconded by Commissioner Irene Ortiz, the Commission denied the Sheriff's Motion to dismiss as moot, for the reason that Lt. Ryal's grievance was not filed under the Civil Service Rules, therefore the commission has no jurisdiction to hear the grievance or any motions pertaining to it.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

**DISCUSS AND TAKE APPROPRIATE ACTION ON MS. CATHERINE MITZEL'S REQUEST
FOR POOLED LEAVE.**

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**ITEM #6
MOTION #5**

On this day, on motion of Commissioner Gene Finke, and seconded by Commissioner Irene Ortiz, the Commission decided to approve 8 weeks of pooled leave to Ms. Catherine Mitzel upon receipt of the Family and Medical Leave Act (FMLA) paperwork.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

DISCUSS AND TAKE APPROPRIATE ACTION ON MS. EMMA GONZALEZ'S REQUEST FOR POOLED LEAVE.

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**ITEM #7
MOTION #6**

On this day, on motion of Commissioner Gene Finke, and seconded by Commissioner Irene Ortiz, the Commission decided to approve 100 hours of pooled leave to Ms. Emma Gonzalez upon receipt of the FMLA paperwork.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

DISCUSS AND TAKE APPROPRIATE ACTION ON OFFICER LIZETH AMBRIZ-PEREZ'S REQUEST FOR POOLED LEAVE.

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**ITEM #8
MOTION #7**

On this day, on motion of Commissioner Irene Ortiz, and seconded by Commissioner Gene Finke, the Commission postponed Item #8 until the February meeting in order to obtain additional information.

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

DISCUSS AND TAKE APPROPRIATE ACTION ON REQUESTS FOR AMENDMENTS TO THE CIVIL SERVICE COMMISSION RULES & REGULATIONS.

On this day, on motion of Commissioner Gene Finke, and seconded by Commissioner Irene Ortiz, the Commission decided to delete the item and address at a later time once a committee has been formed.

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**ITEM #9
MOTION #8**

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

ADJOURNMENT

On this day, on motion of Commissioner Gene Finke, and seconded by Commissioner Irene Ortiz, the meeting was adjourned at 4:48p.m.

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**ITEM #10
MOTION #9**

**YES – Commissioner Gene Finke,
Commissioner Irene Ortiz,
Commissioner Mike Garcia**

NO – None

EXAMINED AND APPROVED FEBRUARY 2, 2009

COMMISSIONER MIKE GARCIA, CHAIR