

**EL PASO COUNTY SHERIFF'S OFFICE - CIVIL SERVICE COMMISSION**

**REGULAR MEETING:**

This meeting is subject to the Texas Open Meetings Act. All matters listed on the Agenda may be discussed in executive session at the option of the Civil Service Commission and following verbal announcement, if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

**AGENDA**

**DATE:** Monday, February 1, 2010  
**TIME:** 1:30 P.M.  
**PLACE:** COUNTY COURTHOUSE  
500 E. SAN ANTONIO  
3<sup>RD</sup> FLOOR – SUITE # 301  
**POSTED:** Wednesday, 01/27/10 – 1:30pm

**NOTICE TO THE PUBLIC:**

The EPSO Civil Service Commission will give you the opportunity to address them on a particular item listed on this agenda prior to proceeding with the official business at hand. Please inform the secretary prior to the start of the meeting which item(s) you wish to address and a sign-in sheet will be given to you. Time limit will be three (3) minutes but may be extendable upon a majority vote.

1. OPEN MEETING:
2. ESTABLISH QUORUM:
3. PUBLIC COMMENTS:

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4. APPROVAL OF MINUTES:  
January 11, 2010

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5. ITEM

**Notify the Commission of a grievance filed by Floor Control Officer Fernando Gomez.  
Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office**

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**6. ITEM**

**Notify the Commission regarding the Appeal of Letter of Suspension for Detention Officer Luis Ortiz.**

**Submitted by: Jim Jopling, CLEAT**

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**7. ITEM**

**Discuss and take appropriate action regarding Ms. Lorena Martinez's request for pooled leave.**

**Submitted by: Commander Jesus Campa, El Paso County Sheriff's Office**

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**8. ITEM**

**Discuss and take appropriate action regarding the position of a Detention Officer Trainee to include a reduced starting salary.**

**Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office**

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**9. ITEM**

**Discuss and take appropriate action regarding the format of the Job Description of a Detention Officer.**

**Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office**

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**10. ITEM**

**Present certificates to recognize and honor the Commission for their Years of Service.**

**Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office**

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**11. ITEM**

**ADJOURNMENT.**