

**TUESDAY, FEBRUARY 17, 2009  
EL PASO COUNTY SHERIFF'S OFFICE – CIVIL SERVICE COMMISSION  
MET IN SPECIAL SESSION  
AT 4:41 P.M.**

**WITH THE FOLLOWING MEMBERS PRESENT:**

**COMMISSIONER MIKE GARCIA-CHAIR  
COMMISSIONER GENE FINKE**

**SHERIFF'S DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE**

**ABSENT MEMBERS:**

**COMMISSIONER IRENE ORTIZ** (Previously Irene Ramirez)

**COUNTY COMMISSIONER'S COURT**

**OTHERS PRESENT:**

**JOSEFINA BROSTROM, COUNTY ATTORNEY'S OFFICE  
MELISSA M. CARRILLO, HUMAN RESOURCES DEPARTMENT  
JOSEPH A. PADILLA, EL PASO COUNTY SHERIFF'S OFFICE  
SGT. MARCO VARGAS, EL PASO COUNTY SHERIFF'S OFFICE  
LUIS MORENO JR., EL PASO COUNTY SHERIFF'S OFFICE**

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**MEETING CALLED TO ORDER**

**FEBRUARY 17, 2009**

**ITEM #1**

On this day, the El Paso Sheriff's Office (EPSO) Civil Service meeting was called to order at 4:41 pm by Commissioner Mike Garcia, Chair.

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**QUORUM ESTABLISHED**

**FEBRUARY 17, 2009**

**ITEM #2**

On this day, it was established that a quorum had been reached with the following members being present: Commissioner Gene Finke and Commissioner Mike Garcia, Chair.

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**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE UPDATE OF A JOB  
DESCRIPTION FOR THE POSITION OF COMMUNICATIONS SPECIALIST.**

**FEBRUARY 17, 2009**

**ITEM #3 – MOTION #1**

On this day, on motion of Commissioner Gene Finke, seconded by Commissioner Mike Garcia, the Commission approved the proposed job description for Communications Specialist Trainee and Communications Specialist Certified.

**YES:**  
**Commissioner Gene Finke,**  
**Commissioner Mike Garcia**

**NO:**  
**None**

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**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE UPDATE OF A JOB DESCRIPTION FOR THE POSITION OF CRIME SCENE TECHNICIAN.**

**FEBRUARY 17, 2009**

**ITEM #4 – MOTION #2**

On this day, on motion of Commissioner Gene Finke, seconded by Commissioner Mike Garcia, the Commission approved the proposed job description for Crime Scene Technician.

**YES:**  
**Commissioner Gene Finke,**  
**Commissioner Mike Garcia**

**NO:**  
**None**

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**MEETING ADJOURNED.**

**FEBRUARY 17, 2009**

**ITEM #5 – MOTION #3**

On this day, on motion of Commissioner Gene Finke, seconded by Commissioner Mike Garcia, the Commission agreed to adjourn the meeting at 4:53pm.

**YES:**  
**Commissioner Gene Finke,**  
**Commissioner Mike Garcia**

**NO:**  
**None**

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**EXAMINED AND APPROVED MARCH 2, 2009**

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**COMMISSIONER MIKE GARCIA, CHAIR**