

**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, March 1, 2010  
**TIME:** 1:30 P.M.  
**PLACE:** SHERIFF'S HEADQUARTERS  
3850 JUSTICE ROAD  
SHERIFF'S CONFERENCE  
**POSTED:** Wednesday, 2/24/10 – 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. 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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**5. ITEM**

**Welcome and swear in the new Commissioners for the 2010-2012 Term.**  
Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office

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**6. ITEM**

**Approve the Minutes for February 1<sup>st</sup> Meeting.**

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**7. ITEM**

**Discuss and take appropriate action regarding training for the Commission members.**  
Submitted by: Melissa M. Carrillo, El Paso County Human Resources

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**8. ITEM**

**Discuss and take appropriate action regarding the job description for Program Director.**  
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 job description for Program Coordinator.**  
Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office

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**10. ITEM**

**Discuss and take appropriate action determining whether jurisdiction exists with the grievance filed by Floor Control Officer Fernando Gomez.**  
Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office

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**11. ITEM**

**Discuss and take appropriate action regarding the time and place where future El Paso County Sheriff's Office Civil Service meetings shall be held.**  
Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office

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**12. ITEM**

**Discuss and take appropriate action regarding changes to Chapters 10 through 12 of the El Paso County Sheriff's Office Civil Service Commission Rules and Regulations.**  
Submitted by: Sheriff Richard D. Wiles, El Paso County Sheriff's Office

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**13. ITEM**

**ADJOURNMENT.**