

**MONDAY, MARCH 1, 2010
EL PASO COUNTY SHERIFF'S OFFICE – CIVIL SERVICE COMMISSION
MET IN REGULAR SESSION
AT 1:48 P.M.**

WITH THE FOLLOWING MEMBERS PRESENT:

**COMMISSIONER PERRY MARTIN-CHAIR
COMMISSIONER JESUS M. OLIVAS**

**SHERIFF'S OFFICE
COUNTY COMMISSIONER'S COURT**

OTHERS PRESENT:

**SHERIFF RICHARD D. WILES EL PASO COUNTY SHERIFF'S OFFICE
WILLIAM ELLIS, EL PASO COUNTY SHERIFF'S OFFICE
HOLLY LYTLE, COUNTY ATTORNEY'S OFFICE
MARILYN MUNGERSON, COUNTY ATTORNEY'S OFFICE
MELISSA CARRILLO, HUMAN RESOURCES DEPARTMENT
MARGIE MORALES, HUMAN RESOURCES DEPARTMENT
DANIEL ROLLINGS, EL PASO COUNTY SHERIFF'S OFFICE
JIM JOPLING, CLEAT
JOSE MARRUFO, EL PASO SHERIFF'S OFFICER ASSOCIATION, INC.
DR. GENE FINKE, INVITED GUEST**

MEETING CALLED TO ORDER

MARCH 1, 2010

ITEM #1

On this day, the El Paso Sheriff's Office (EPSO) Civil Service meeting was called to order at 1:48 pm by Commissioner Perry Martin, Chair.

QUORUM ESTABLISHED

MARCH 1, 2010

ITEM #2

On this day, it was established that a quorum had been reached with the following members being present: Commissioner Jesus M. Olivas and Commissioner Perry Martin, Chair.

PUBLIC COMMENTS

MARCH 1, 2010

ITEM #3

On this day there were no comments.

PRESENT CERTIFICATES TO RECOGNIZE AND HONOR THE COMMISSION FOR THEIR YEARS OF SERVICE

MARCH 1, 2010

ITEM #4 – NO ACTION

On this day the Sheriff thanked Dr. Finke for his years of service and presented him with two plaques representative of his hard work and dedication to the Commission.

WELCOME AND SWEAR IN THE NEW COMMISSIONER FOR THE 2010 – 2012 TERM

MARCH 1, 2010

ITEM #5 – NO ACTION

On this day Perry Martin was welcomed to the Commission. Before the meeting began, his oath of office was administered by Margie Morales, Notary Public.

APPROVE THE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 1, 2010.

MARCH 1, 2010

ITEM #6 – MOTION # 1

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin, the Commission approved the minutes for the Regular meeting held February 1, 2010.

YES:
Commissioner Jesus M. Olivas
Commissioner Perry Martin

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING TRAINING FOR THE COMMISSION MEMBERS.

MARCH 1, 2010

ITEM #7 – NO ACTION

On this day the Commissioner's agreed to wait for the District Attorney's appointee before finalizing a date for this training. Therefore, they agreed to take "no action" at this time.

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE JOB DESCRIPTION FOR PROGRAM DIRECTOR.

MARCH 1, 2010

ITEM #8 – MOTION #2

On this day the on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin, the Commission agreed to approve the job description for Program Director.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE JOB DESCRIPTION FOR PROGRAM COORDINATOR.

MARCH 1, 2010

ITEM #9 – MOTION #3

On this day the on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin, the Commission agreed to approve the job description for Program Coordinator.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION DETERMINING WHETHER JURISDICTION EXISTS WITH THE GRIEVANCE FILED BY FLOOR CONTROL OFFICER FERNANDO GOMEZ.

MARCH 1, 2010

ITEM #10 – NO ACTION

On this day, the Commissioner's agreed to delete this item at the request of Mr. Gomez who submitted his request to delete in writing to the Commission Secretary.

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE TIME AND PLACE WHERE FUTURE EL PASO COUNTY SHERIFF'S OFFICE CIVIL SERVICE MEETINGS SHALL BE HELD.

MARCH 1, 2010

ITEM #11– MOTION #4

On this day on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin, the Commission agreed to hold future meetings at the Downtown Detention Facility on the first Monday of each month at 1:30 pm.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO CHAPTERS 10 THROUGH 12 OF THE EL PASO COUNTY SHERIFF'S CIVIL SERVICE COMMISSION RULES AND REGULATIONS.

MARCH 1, 2010

ITEM # 12 MOTION # 5

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin the Commission agreed to approve all changes being made to Chapter 10.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO CHAPTERS 10 THROUGH 12 OF THE EL PASO COUNTY SHERIFF'S CIVIL SERVICE COMMISSION RULES AND REGULATIONS.

MARCH 1, 2010

ITEM # 12 MOTION # 6

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin the Commission agreed to approve all changes being made to Chapter 11 with the exception of Section 11.3.02, Item #4. This item will be placed on the agenda in April for further discussion.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO CHAPTERS 10 THROUGH 12 OF THE EL PASO COUNTY SHERIFF'S CIVIL SERVICE COMMISSION RULES AND REGULATIONS.

MARCH 1, 2010

ITEM # 12 MOTION # 7

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin the Commission agreed to approve all changes being made to Chapter 12.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

MARCH 1, 2010

ITEM #13 - MOTION # 8

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Perry Martin, the Commission agreed to adjourn the meeting at 2:32 pm.

YES:
Commissioner Jesus M. Olivas,
Commissioner Perry Martin

NO:
None

EXAMINED AND APPROVED APRIL 5, 2010

COMMISSIONER PERRY MARTIN, CHAIR