

**MONDAY, APRIL 5, 2010  
EL PASO COUNTY SHERIFF'S OFFICE – CIVIL SERVICE COMMISSION  
MET IN REGULAR SESSION  
AT 1:38 P.M.**

**WITH THE FOLLOWING MEMBERS PRESENT:**

**COMMISSIONER PERRY MARTIN-CHAIR  
COMMISSIONER JESUS M. OLIVAS  
COMMISSIONER FERMIN ACOSTA JR.**

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

**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  
MILES MCNEAL, CLEAT  
JOSE MARRUFO, EL PASO SHERIFF'S OFFICER ASSOCIATION, INC.  
LT. JAMES NANCE, EL PASO COUNTY SHERIFF'S OFFICE**

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**MEETING CALLED TO ORDER**

**APRIL 5, 2010**

**ITEM #1**

On this day, the El Paso Sheriff's Office (EPSO) Civil Service meeting was called to order at 1:38 pm by Commissioner Perry Martin, Chair.

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**QUORUM ESTABLISHED**

**APRIL 5, 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, Commissioner Fermin Acosta Jr. and Commissioner Perry Martin, Chair.

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

**APRIL 5, 2010**

**ITEM #5 – NO ACTION**

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

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**PUBLIC COMMENTS**

**APRIL 5, 2010**

**ITEM #3**

On this day there were no comments.

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**APPROVE THE MINUTES FOR THE REGULAR MEETING OF MARCH 1, 2010.**

**APRIL 5, 2010**

**ITEM #4 – 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 March 1, 2010. Mr. Fermin Acosta Jr. is “abstaining” from voting since he was not present at last month’s meeting.

**YES:**  
**Commissioner Jesus M. Olivas,**  
**Commissioner Perry Martin,**

**NO:**  
**None**

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**NOTIFY THE COMMISSION REGARDING THE APPEAL OF LETTER OF TERMINATION FOR DEPUTY OFFICER JOSE J. AGUILERA.**

**APRIL 5, 2010**

**ITEM #6 – NO ACTION**

On this day, the Commissioner’s agreed to take “no action”.

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**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO CHAPTER 11, SECTION 11.3.02, ITEM #4 OF THE EL PASO COUNTY SHERIFF’S OFFICE CIVIL SERVICE COMMISSION RULES AND REGULATIONS.**

**APRIL 5, 2010**

**ITEM #7 – NO ACTION**

On this day, after two separate motions died for lack of a second, the Commissioner’s agreed to take “no action”.

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

**APRIL 5, 2010**

**ITEM #8 – NO ACTION**

On this day, the Commissioner's agreed to have training presented by the HR and Legal section at their next regular meeting on May 3<sup>rd</sup>, 2010. Further, Marilyn Mungerson was to e-mail the web site information for the Open Meetings on-line training.

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**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE RECRUITMENT FLYER ADDING THE DETENTION OFFICER TRAINEE AND THE ENTRY LEVEL PAY.**

**APRIL 5, 2010**

**ITEM #9 – MOTION #2**

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Fermin Acosta Jr., the Commission agreed to approve the Recruitment Flyer adding the Detention Officer Trainee and Entry Level Pay.

**YES:**  
**Commissioner Jesus M. Olivas,**  
**Commissioner Fermin Acosta,**  
**Commissioner Perry Martin**

**NO:**  
**None**

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**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE JOB DESCRIPTION FOR VAWA TRAINING & EDUCATION COORDINATOR.**

**APRIL 5, 2010**

**ITEM #10 – MOTION #3**

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Fermin Acosta Jr., the Commission agreed to approve the job description for VAWA Training & Education Coordinator.

**YES:**  
**Commissioner Jesus M. Olivas,**  
**Commissioner Fermin Acosta Jr.,**  
**Commissioner Perry Martin**

**NO:**  
**None**

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**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING MS. CAROL GREEN SANCHEZ'S REQUEST FOR POOLED LEAVE.**

**APRIL 5, 2010**

**ITEM #11 – MOTION #4**

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Fermin Acosta Jr., the Commission agreed to approve the leave request for Ms. Carol Green Sanchez.

**YES:**  
**Commissioner Jesus M. Olivas,**  
**Commissioner Fermin Acosta Jr.,**  
**Commissioner Perry Martin**

**NO:**  
**None**

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**APRIL 5, 2010**

**ITEM #12 - MOTION # 5**

On this day, on motion of Commissioner Fermin Acosta Jr., seconded by Commissioner Jesus M. Olivas, the Commission agreed to adjourn the meeting at 2:30 pm.

**YES:**  
**Commissioner Fermin Acosta Jr.,**  
**Commissioner Jesus M. Olivas,**  
**Commissioner Perry Martin**

**NO:**  
**None**

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**EXAMINED AND APPROVED MAY 3, 2010**

**COMMISSIONER PERRY MARTIN, CHAIR**