

**MONDAY, NOVEMBER 1, 2010
EL PASO COUNTY SHERIFF'S OFFICE – CIVIL SERVICE COMMISSION
MET IN REGULAR SESSION
AT 1:30 P.M.**

WITH THE FOLLOWING MEMBERS PRESENT:

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

**SHERIFF'S OFFICE
DISTRICT ATTORNEY'S OFFICE
COMMISSIONERS COURT**

OTHERS PRESENT:

**MARILYN MUNGERSON, COUNTY ATTORNEY'S OFFICE
MELISSA CARRILLO, HUMAN RESOURCES DEPARTMENT
MARGIE MORALES, HUMAN RESOURCES DEPARTMENT
GABRIEL HERRERA HUMAN RESOURCES DEPARTMENT
WILLIAM ELLIS, EL PASO COUNTY SHERIFF'S OFFICE
DANNY ROLLINGS, EL PASO COUNTY SHERIFF'S OFFICE**

(Walked in at 1:35 p.m.)

**JOSE MARRUFO, EL PASO SHERIFFS OFFICER ASSOCIATION, INC
JIM JOPLING, CLEAT**

MEETING CALLED TO ORDER

NOVEMBER 1, 2010

ITEM #1

On this day, the El Paso Sheriff's Office (EPSO) Civil Service meeting was called to order at 1:30 pm by Commissioner Perry Martin, Chair.

QUORUM ESTABLISHED

NOVEMBER 1, 2010

ITEM #2

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

PUBLIC COMMENTS

(Walked in at 1:35 p.m.)

**JOSE MARRUFO, EL PASO SHERIFFS OFFICER ASSOCIATION, INC
JIM JOPLING, CLEAT**

NOVEMBER 1, 2010

ITEM #3

On this day, there were no comments.

APPROVE THE MINUTES FOR THE REGULAR MEETING OF OCTOBER 4, 2010.

NOVEMBER 1, 2010

ITEM # 4- MOTION #1

On this day, on motion of Commissioner Fermin Acosta Jr., seconded by Commissioner Jesus M. Olivas, the Commission approved the minutes for the Regular meeting held October 4, 2010.

YES:

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

NO:

None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CHANGES TO CHAPTER 2, SECTION 2, ITEM #2.2.03 OF THE EL PASO COUNTY SHERIFF'S OFFICE CIVIL SERVICE COMMISSION RULES AND REGULATIONS.

NOVEMBER 1, 2010

ITEM #5 – MOTION # 2

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Fermin Acosta Jr, the commission agreed to change Rule 2.2.03 of the El Paso County Sheriff's Office Civil Service Commission Rules and Regulations to read: *"It is the goal of the County Human Resources Department to keep a standing list of at least 3 qualified applicants for entry level positions. (Qualified applicants are those who meet the job requirements and have successfully passed the background investigation.) Qualified applicants shall be on a standing list for twelve months."* (Previously stated six months.)

YES:

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

NO:

None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING ON THE REVISED JOB DESCRIPTION FOR THE POSITION OF TRAINING DIRECTOR.

NOVEMBER 1, 2010

ITEM #6 – MOTION # 3

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

YES:

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

NO:

None

DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE A REQUEST MADE BY ANGELICA CASTILLO TO BE A RECIPIENT FOR DONATED VACATION LEAVE.

NOVEMBER 1, 2010

ITEM #7 – MOTION # 4

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

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

NO:
None

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE SHERIFF'S OFFICE CIVIL SERVICE COMMISSION CURRENT APPOINTMENT OF MARCOS LIZARRAGA TO THE ETHICS COMMISSION.

NOVEMBER 1, 2010

ITEM # 8– MOTION #5

On this day, on motion of Commissioner Jesus M. Olivas, seconded by Commissioner Fermin Acosta Jr., the Commission agreed to table the item and hear it again at the December 6th meeting.

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

NO:
None

NOVEMBER 1, 2010

ITEM # 9– MOTION #6

On this day, on motion of Commissioner Fermin Acosta Jr., seconded by Commissioner Jesus M. Olivas, the Commission agreed to adjourn the meeting at 2:05.

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

NO:
None

EXAMINED AND APPROVED DECEMBER 6, 2010



COMMISSIONER PERRY MARTIN, CHAIR