

**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, December 6, 2010

**TIME:** 1:30 P.M.

**PLACE:** DETENTION FACILITY  
601 E. OVERLAND  
CESAR ARREOLA BRIEFING ROOM

**POSTED:** Wednesday, 12/01/2010 – 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. APPROVAL OF MINUTES:**

November 1, 2010

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**5. ITEM**

**Discuss and take appropriate action regarding the Sheriff's Office Civil Service Commission current appointment of Marcos Lizarraga to the Ethics Commission.**

**Submitted by: Melissa Carrillo, El Paso County Human Resources**

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**6. ITEM**

**Discuss and take appropriate action to approve a request made by Raymond C. Ancheta to be a recipient for donated vacation leave.**

**Submitted by: Melissa M. Carrillo, El Paso County Human Resources**

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**7. ITEM**

**Discuss and take appropriate action regarding changes to Chapter 2, Section 3, Item # 2.3.01 of the El Paso County Sheriff's Office Civil Service Commission Rules and Regulations.**

**Submitted by: Melissa M. Carrillo, El Paso County Human Resources**

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**8. ITEM**

**Discuss and take appropriate action on the revised job description for the position of Instructor.**

**Submitted by: Melissa M. Carrillo, El Paso County Human Resources**

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**9. ITEM**

**ADJOURNMENT.**