

EL PASO COUNTY SHERIFF'S OFFICE



CIVIL SERVICE COMMISSION

**REGULAR MEETING MINUTES
1:30 P.M. MONDAY, NOVEMBER 5, 2012
SHERIFF'S HEADQUARTERS
3850 JUSTICE ROAD
SHERIFF'S CONFERENCE ROOM
EL PASO, TEXAS 79938**

Oscar Leeser, Chair

Fermin Acosta Jr., Commissioner

Barry Bogle, Commissioner

OPEN MEETING

The meeting was called to order at 1:30 p.m. Staff present were Lee Shapleigh from the County Attorney's Office, Betsy Keller, Melissa Laibinis, Melissa Carrillo and Margie Morales from the Human Resources Department and Holly Lytle from the Sheriff's Office and Jim Jopling from Cleat and Jose Marrufo from the Association.

Chair Oscar Leeser was absent.

PUBLIC COMMENT

There were no public comments.

APPROVE – CONSENT AGENDA

NOVEMBER 5, 2012

MOTION #1(ITEM #1)

**APPROVE THE MINUTES OF THE CIVIL SERVICE COMMISSION MEETING HELD
ON OCTOBER 1, 2012.**

On this day, on motion of Commissioner Barry Bogle, seconded by Commissioner Fermin Acosta Jr., it is the order of the Commission to approve Consent Agenda Item #1.

VOTE: YES - Bogle, Acosta Jr.

NO: None

NOVEMBER 5, 2012

NO ACTION (ITEM #2)

NOTIFY THE COMMISSION OF THE APPEAL LETTER OF TERMINATION ON DETENTION OFFICER JUAN BAUTISTA, FILE NUMBER EP-12-137. THE MATTER WILL BE HEARD BY AN INDEPENDENT ARBITRATOR; THEREFORE WAIVING THE RIGHT TO APPEAL TO THE CIVIL SERVICE COMMISSION.

This was just a notification. No action taken.

REGULAR AGENDA

NOVEMBER 5, 2012

MOTION #2 (ITEM #3)

DISCUSS AND TAKE APPROPRIATE ACTION ON THE REVISED JOB DESCRIPTION FOR THE POSITION OF GRANT ADMINISTRATOR.

On this day, on motion of Commissioner Barry Bogle, seconded by Commissioner Fermin Acosta Jr., it is the order of the Commission to approve this item.

VOTE: YES - Bogle, Acosta Jr.

NO: None

NOVEMBER 5, 2012

MOTION #3 (ITEM #4)

DISCUSS AND TAKE APPROPRIATE ACTION REGARDING CALENDAR OF PROPOSED CIVIL SERVICE MEETINGS FOR FY2013 (OCTOBER 2012 THROUGH SEPTEMBER 2013).

On this day, on motion of Commissioner Barry Bogle, seconded by Commissioner Fermin Acosta Jr., it is the order of the Commission to approve this item.

VOTE: YES - Bogle, Acosta Jr.

NO: None

NOVEMBER 5, 2012

NO ACTION (ITEM #5)

DISCUSS AND TAKE APPROPRIATE ACTION TO REPLACE CHAPTER 11, SECTION 3; 11.3.04 AND ADD TO SECTION 4: 11.4.04.

On this day, there was no action to this item.

MEETING ADJOURNED

NOVEMBER 5, 2012

MOTION #4 (ITEM #6)

On this day, there being no further business to discuss, Commissioner Barry Bogle moved to adjourn the meeting at 1:43 p.m., seconded by Commissioner Fermin Acosta Jr.

VOTE: YES - Barry Bogle, Fermin Acosta Jr.

NO: None

EXAMINED AND APPROVED THIS 7TH DAY IN JANUARY 2013:



FERMIN ACOSTA JR. COMMISSIONER



MARGIE MORALES, RECORDING SECRETARY