

ITEM 1

MINUTES

FOR A REGULAR MEETING OF THE CIVIL SERVICE COMMISSION TO BE HELD AT
6:00 P.M., THURSDAY EVENING, AUGUST 14, 2014, CITY COUNCIL CHAMBERS
300 NORTH CAMPBELL – 1ST FLOOR

All matters listed under the Consent Agenda below will be considered by the Commission to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Commission or persons in the audience request specific items be removed from the Consent agenda to the Regular Agenda for discussion prior to the time the Commission votes on the motion to adopt the Consent Agenda.

Members Present: Karlsruhe, Eileen – Vice Chair
Bautista, Jesus
Gezelius, Kenneth
Hernandez, Edward
Viescas, Cora

Members Absent: Dominguez, Ricardo
Peters, Michael
Ramirez, Terry

Meeting convened at 6:03 p.m. with four Commissioners present and Vice Chair Karlsruhe presiding. Vice Chair Karlsruhe asked CSC Secretary Linda Ball Thomas if there were any changes to Agenda. Ms. Thomas stated there were changes to Regular Agenda, to delete Item 4 and to move Item 8 to beginning of the Regular Agenda.

MOTION TO APPROVE CHANGES MADE BY COMMISSIONER BAUTISTA AND SECONDED BY COMMISSIONER HERNANDEZ AND UNANIMOUSLY PASSED.

CONSENT AGENDA

1. Approval of Minutes:

July 10, 2014 Civil Service Commission Meeting

2. Notation: Assignment of Hearing Officers to the Following Appeals

- A. Manuel Delgado – El Paso Water Utilities- Suspension – Robert Blumenfeld
- B. Guadalupe Escarcega – Public Health- Suspension – William Ellis

MOTION TO APPROVE CONSENT AGENDA MADE BY COMMISSIONER GEZELIUS AND SECONDED BY COMMISSIONER BAUTISTA AND UNANIMOUSLY PASSED.

MOTION TO MOVE TO EXECUTIVE SESSION FOR ITEM 8 MADE BY COMMISSIONER GEZELIUS AND SECONDED BY COMMISSIONER BAUTISTA AND UNANIMOUSLY PASSED.

Executive session to convene at 6:05 p.m.

MOTION TO REVERSE EXECUTIVE SESSION FOR ITEM 8 MADE BY COMMISSIONER GEZELIUS AND SECONDED BY COMMISSIONER BAUTISTA AND UNANIMOUSLY PASSED.

REGULAR AGENDA

3. Discussion and Action on Renewal of Employment Contracts for Hearing Officers:
- A. William Ellis
 - B. Patricia Palafox
 - C. Robert Blumenfeld

Discussion by CSC Secretary Linda Ball Thomas.

MOTION TO APPROVE RENEWAL OF HEARING OFFICERS EMPLOYMENT CONTRACTS MADE BY COMMISSIONER BAUTISTA AND SECONDED BY COMMISSIONER HERNANDEZ AND UNANIMOUSLY PASSED.

4. Discussion and Action on Proposed Amendments to Ordinance 8065 (Civil Service Rules and Regulations) to Amend Rule No. 10 and a Section of Rule No. 8 to comport with Legislative Amendments to Chapter 150 of the Local Government Code relating to Municipal Employees as candidates for Public Office; and to amend a Section of Rule 8 to clarify the application of formal counselings in progressive discipline.

ITEM 4 DELETED

5. Discussion on the City's Discipline Policy and Matrix to address the Commission's questions regarding its City-wide application.

Discussion by HR Director Linda Ball Thomas, Vice Chair Karlsruher, Commissioners Bautista, Hernandez, Viescas and CSC Hearing Officer William Ellis.

DISCUSSION ONLY

6. Discussion and Action on the development and adoption of a Civil Service Commission directive/policy to circulate Hearing Officer recommendations to all Civil Service Hearing Officers.

Discussion by Commissioners Gezelius, Bautista, Hernandez, Viescas, Vice Chair Karlsruher and CSC Hearing Officer William Ellis.

MOTION TO APPROVE PROPOSED POLICY ON SHARING OF HEARING OFFICER WRITTEN RECOMMENDATION WITH FOLLOWING MODIFICATION: CIRCULATION OF RECOMMENDATION WILL OCCUR ONLY AFTER THE CIVIL SERVICE COMMISSION TAKES FINAL ACTION ON THE RECOMMENDATION, OR AFTER "NO ACTION" ON THE RECOMMENDATION IS NECESSARY MADE BY COMMISSIONER HERNANDEZ AND SECONDED BY COMMISSIONER VIESCAS AND UNANIMOUSLY PASSED.

- 7. Discussion and Action to implement a Civil Service Commission policy to address the submission of written briefs from and/or hearing of oral arguments by the Appellant (or representative) and the City when the Commission is scheduled to take action on a Hearing Officer's opinion and recommendations, pursuant to Section 6.13-8 of the El Paso City Charter (Per Commissioner Gezelius).

Discussion by Commissioners Gezelius, Bautista, Hernandez, Viescas, Vice-Chair Karlsruhe, CSC Hearing Officer William Ellis, CSC Assistant City Attorney Elizabeth Ruhmann, and CSC Secretary Linda Ball Thomas.

MOTION TO TABLE FOR TWO MONTHS MADE BY COMMISSIONER HERNANDEZ AND SECONDED BY COMMISSIONER GEZELIUS AND UNANIMOUSLY PASSED.

- 8. Discussion and Action on Appeal of Disqualification to take Examination and/or Removal of Name from Eligible List in accordance with C.S.C. Rule 5.1.(a) and City's Application Policy:

Carla Gandara-Senior Accountant

Discussion by Appellant Carla Gandara, HR Director Linda Ball Thomas, Commissioners Bautista, Viescas, Hernandez, and Vice Chair Karlsruhe.

MOTION TO DENY MADE BY COMMISSIONER BAUTISTA AND SECONDED BY COMMISSIONER VIESCAS AND UNANIMOUSLY PASSED.

The Civil Service Commission may retire into Executive Session pursuant to Civil Service Commission Rule 1, Section 11(a) and the Texas Government Code, Section 551, Subchapter D to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Commission may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.). The Commission will return to open session to take any final action.

Section 551.071 CONSULTATION WITH ATTORNEY

Section 551.074 PERSONNEL MATTERS

MOTION TO ADJOURN MADE BY COMMISSIONER BAUTISTA AND SECONDED BY COMMISSIONER HERNANDEZ AND UNANIMOUSLY PASSED.

MEETING ADJOURNED AT 7:35 P.M.

Eileen Karlsruhe, Vice Chair

Linda Ball Thomas, C.S.C. Secretary

Date Approved