

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: Zoo

AGENDA DATE: 04/25/06

CONTACT PERSON/PHONE: Zoo, Lea Hutchinson, (915) 521-1850

DISTRICT(S) AFFECTED: N/A

SUBJECT:

APPROVE: Reinstatement Request

BACKGROUND / DISCUSSION:

Employee resigned in good standing and meets all the requirements for reinstatement as per CSC Rules and Regulations.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one? If so, when?

No

AMOUNT AND SOURCE OF FUNDING:

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

As per Civil Service Commission approval on 04/13/06

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) _____

FINANCE: (if required) _____

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

Consent Document 04/25/06

Reinstatements

Ruiz, Monica – Cashier Clerk
[Zoo, Lea Hutchinson, (915) 521-1850]

06 APR 14 AM 10:30
CITY CLERK DEPT.

5E

REINSTATEMENT BACKGROUND INFORMATION

04/13/06

TO: CIVIL SERVICE COMMISSION

RE: REQUEST FOR REINSTATEMENT
RUIZ, MONICA – CASHIER CLERK

CIVIL SERVICE COMMISSION PROVISION REGARDING REINSTATEMENT:

ARTICLE VI. Section 6.10-10. REINSTATEMENT FOLLOWING RESIGNATION. Any person who has held a classified position and has resigned from the service in good standing and without fault or delinquency will, upon Council approval of a request, be placed on the proper reinstatement list below those on the list because of layoff or job abolishment. Such requests must be made within one year from the date of resignation, except as provided in the Rules. Not more than one reinstatement after resignation may be granted any employee.

Rule 13, Section 7. REINSTATEMENT FOLLOWING RESIGNATION.

c. Upon a determination that a former employee has resigned in good standing, the Council, after receiving a recommendation from the Commission, shall approve the request for the former employee to be placed on a reinstatement list, conditional on the person's passing a medical examination and background investigation, if required by the Commission or Council. Said medical examination must be performed by a physician acceptable to the Council in accordance with the physical specifications established for the position.

d. Those former uniformed employees requesting reinstatement to the Fire, Police, and EMS Departments must take and pass the medical examination and a physical agility test prior to the reinstatement to actual duty. One additional attempt at the physical agility test will be permitted after a period of six months has elapsed for persons failing the agility test on the first attempt. Persons requesting reinstatement to the Police Department will also be required and allowed one opportunity to take a psychological examination prior to reinstatement to actual duty. Persons requesting reinstatement to E.M.S. will also be required and allowed one opportunity to take a medical knowledge and skills test prior to reinstatement to actual duty. (Passed 8/21/84 and amended 8/11/87 & 03/17/92)

Date Reinstatement Request Received: 03/02/06

Date Resignation Effective: 01/16/05

Has individual ever been reinstated after resignation: No

Attachments: Department's Comments
Reinstatement Request

JOHN COOK
MAYOR

Joyce Wilson
CITY MANAGER

L.R. Hutchinson, VMD, MS
Director



EL PASO ZOO

CITY COUNCIL
ANN MORGAN LILLY, DISTRICT 1
SUSANNAH M. BYRD, DISTRICT 2
J. ALEXANDRO LOZANO, DISTRICT 3
MELINA CASTRO, DISTRICT 4
PRESI ORTEGA, JR., DISTRICT 5
EDDIE HOLGUIN JR., DISTRICT 6
STEVE ORTEGA, DISTRICT 7
BETO O'ROURKE, DISTRICT 8

To: Linda Ball Thomas, Secretary
Civil Service Commission

From: Dr. Lea R. Hutchinson, Director
El Paso Zoo

Subject: Reinstatement Request
Monica Ruiz – Cashier Clerk

Date: April 6, 2006

No objection.

COMMISSIONERS:

Boureslan, Ali
Ellis, William J.
Gezelius, Ken
Graham, Elijah

Peña, Andrew M.
Ruck, Lance E.
Schwartz, Elma
Scott, Valerie



CIVIL SERVICE COMMISSION

#2 Civic Center Plaza - 3rd Fl.
El Paso, TX 79901-1196

Telephone 541-4216
Fax 541-4220

MEMORANDUM

TO: Dr. Lea Hutchinson, Director
El Paso Zoo

FROM: Linda Ball Thomas, Secretary 
Civil Service Commission

SUBJECT: Reinstatement Request
Monica Ruiz - Cashier Clerk

DATE: March 13, 2006

May we have your comments regarding the attached request for reinstatement?

In order to place this request on the agenda for the Civil Service Commission meeting of 03/23/06, we need your comments by 03/15/06.

Please call me at 541-4082 if you have any questions. Thank you.

LBT/rb
Attachments