

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

DEPARTMENT: Human Resources

AGENDA DATE: 06/27/06

CONTACT PERSON/PHONE: Human Resources, Linda Ball Thomas, (915) 541-4509

DISTRICT(S) AFFECTED: N/A

SUBJECT: Introduction of Amendments to Ordinance 8065, (Civil Service Rules and Regulations)

APPROVE:

BACKGROUND / DISCUSSION:

Upon approval, these amendments to Ordinance 8065, (Civil Service Rules and Regulations) will update Rules 1, 2, 4, 7, 8, 19, and 25. Rule 1 further defines how Civil Service Commissioners are elected to serve as Chair and Vice-Chair, the position of Civil Service Recorder and Hearing Officers. Rule 2 is deleted. Rule 4 is amended in its entirety and defines how new classifications are created and amended. Rule 7 clarifies how Provisional, Temporary Appointment, and Independent Contract positions are defined. Rule 8 is amended in its entirety to bring the city's recruiting practices in line with industry best practices. Rule 19 was amended to delete a section that was no longer needed. Rule 25 was amended to ensure that all employees were subject to the provisions of the rule.

PRIOR COUNCIL ACTION:

Ordinance 8065 was last amended by City Council on February 7, 2006 (Ordinance no. 16277)

AMOUNT AND SOURCE OF FUNDING:

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

As per Civil Service Commission approval on May 25, 2006

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

LEGAL: (if required) JRB

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: _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE 8065, CIVIL SERVICE RULES AND REGULATIONS, RULE 19, DEPARTMENTAL RULES

WHEREAS, the Civil Service Commission is given the authority under Section 6.1-5(A) of the City Charter to recommend amendments to the City's Civil Service Rules; and

WHEREAS, the City Council is the approving authority for amendments to the Civil Service Rules; therefore, the Civil Service Commission presented their recommended changes to City Council; and

WHEREAS, these recommendations contain revisions to the amendments proposed by the Human Resources Director; and

WHEREAS, both the Civil Service Commission and the City Council have determined that Civil Service Rule 19 should be amended.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That Ordinance 8065, Civil Service Rules and Regulations, Rule 19, Departmental Rules, is amended in its entirety as follows:

RULE 19
Departmental Rules

Section 1. Any Department Head shall have the right to promulgate rules and regulations regarding the operation of his department, and the conduct of the employee therein, subject to the consent and approval of the City Manager, provided that such rules do not conflict with the Civil Service Charter or the Rules promulgated thereunder.

Section 2. Large departments having various subdepartments may, in their rules, have rules and regulations pertaining to said subdepartments in addition to general rules and regulations regarding the department.

Section 3. Any Department Head may, as provided in the Charter, suspend, discharge or demote any employee for insubordination, for failure to comply with departmental rules and regulations, for failure to comply with the Rules of the Commission or for failure to obey any lawful order of a superior officer.

2. Section 4 is eliminated from the Rule.

PASSED AND APPROVED this 11th day of July 2006.

THE CITY OF EL PASO

John F. Cook
Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Elaine S. Hengen
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



Linda Ball Thomas
Human Resources Director

APPROVED BY THE CIVIL SERVICE COMMISSION ON MAY 25, 2006.

By: 

Secretary