

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

**DEPARTMENT:** Fire

**AGENDA DATE:** 12/06/05

**CONTACT PERSON/PHONE:** Fire, Roberto Rivera, (915) 771-1000

**DISTRICT(S) AFFECTED:** N/A

**SUBJECT:**

**APPROVE:** Reinstatement Requests

**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 11/10/05.

\*\*\*\*\*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:** \_\_\_\_\_

6A

REINSTATEMENT BACKGROUND INFORMATION  
11/10/05

TO: CIVIL SERVICE COMMISSION  
RE: REQUEST FOR REINSTATEMENT  
CRUZ, GABRIELA – PUBLIC SAFETY DISPATCHER-FIRE

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: 10/13/05

Date Resignation Effective: 03/10/05

Has individual ever been reinstated after resignation: No

Attachments: Department's Comments  
Reinstatement Request

COMMISSIONERS:

Boureslan, Ali  
Ellis, William J.  
Gezelius, Ken  
Graham, Elijah  
Martinez, Ramy  
Peña, Andrew M.  
Ruck, Lance E.  
Schwartz, Elma  
Scott, Valerie



CIVIL SERVICE COMMISSION

#2 Civic Center Plaza – 3<sup>rd</sup> Fl.  
El Paso, TX 79901-1196

Telephone 541-4216  
Fax 541-4220

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MEMORANDUM

**TO:** Roberto Rivera, Chief  
Fire Dept.

**FROM:** Linda Ball Thomas, Secretary  
Civil Service Commission

**SUBJECT:** Reinstatement Request  
**Gabriela Cruz - Public Safety Dispatcher-Fire**

**DATE:** October 13, 2005

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 10/27/05, we need your comments by 10/18/05.

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

LBT/rb  
Attachments

JOHN COOK  
MAYOR  
  
JOYCE WILSON  
CITY MANAGER  
  
ROBERTO RIVERA  
FIRE CHIEF



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

## FIRE DEPARTMENT

### MEMORANDUM

**To:** Linda Thomas, Interim Director Human Resources  
**From:** Donald J. Marron, Assistant Chief of Support *DJM*  
**Through:** Roberto Rivera, Fire Chief *RR*  
**Subject:** Reinstatement request Gabriela Cruz, Public Safety Disp.  
**Date:** October 31, 2005

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I have re-reviewed Gabriela Cruz's personnel file and checked her Performance evaluations back to 2000. I didn't find any unsatisfactory marks on any of these evaluations that would disqualify her from being placed on a reinstatement list for Public Safety Dispatcher.

Several issues that were presented to me by staff concerning performance and attendance have no merit based on my research of her personnel file. The fire department therefore recommends approval of her name being added to reinstatement list. If you have further questions I can be reached at 771-1004, or by cell at 240-3184.

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