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**MINUTES FOR A REGULAR MEETING OF THE CIVIL SERVICE COMMISSION
HELD AT 6:00 P.M., THURSDAY EVENING, AUGUST 25, 2005
CITY COUNCIL CHAMBERS, #2 CIVIC CENTER PLAZA – 2ND FLOOR**

MEMBERS PRESENT: Boureslan, Ali
 Ellis, William - Chair
 Gezelius, Ken
 Graham, Elijah
 Martinez, Ramy
 Ruck, Lance
 Schwartz, Elma
 Scott, Valerie

MEMBERS ABSENT: Peña, Andrew

ALSO PRESENT:

Adauto, Pat – Deputy City Manager	Momsen, Richarda – Municipal Clerk
Arrieta-Candelaria, Carmen – Comptroller	Momsen, Richarda – Municipal Clerk
Brey-Casiano, Carol – El Paso Public Library	Monroe, Rodney
Buenning, Rosy – CSC Recorder	Navarrete, Marcela
Calderon, Edmundo	Nielsen, Jennifer – Museums
Cole, Daryl – Street Dept.	Ortiz, Jose
Davis, Leon Jr.	Pearson, Anthony
Fargo, Peter - Human Resources	Saenz, Chris
Fonseca De Borges, Julie	Salazar, Francisco
Gardon, Rafael – Parks & Rec.	Sarmiento, George
Garza, Maria	Shubert, Alan – Building Permits & Inspections
Giner, Marta	Simpson, Dwight
Hilles, David – Attorney at Law	Thomas, Linda – CSC Secretary/Interim HR Director
Jaloma, Oscar	Wilson, Joyce – City Manager
Larbi-Cherif, Said – Solid Waste Management	Worrell, Lilia – Municipal Court
Limas, Jorge	

The meeting convened at 6:08 p.m. with a quorum of 9 Commissioners present and Chair Ellis presiding.

CONSENT AGENDA

Ms. Thomas made some corrections to Items 5E and 5F as noted under those items. On Item 6A, the letter “R” should be before “Alan.” She requested that Item 10A be tabled and that Item 13 be deleted.

Commissioner Boureslan requested Item 2B be moved to the Regular Agenda.

Commissioner Ruck requested Items 5, 6, 12A and 12B be moved to the Regular Agenda.

Chair Ellis requested that Items 15 and 16 be heard after Items 17, 18 and 19.

MOTION TO APPROVE THE CONSENT AGENDA WITH THE MODIFICATIONS MADE BY COMMISSIONER MARTINEZ, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

1. Discussion and Action on Approval of Minutes:
 - A. July 28, 2005 (Tabled 08/11/05)
 - B. August 11, 2005
2.
 - A. Cooperative Education Contract with Rosa I. Eck to perform the duties of Library Assistant from August 26, 2005 through August 25, 2006, for the El Paso Public Library.
 - B. Three (3) Independent Services Contracts from September 1, 2005 through May 31, 2006 for the El Paso Museum of Art:

1. Livingston, Marie – Neighborhood Kids Program Instructor
2. Najera-Macias, Norma – Neighborhood Kids Program Instructor
3. Parra, Alice – Neighborhood Kids Program Instructor

This item was addressed at the beginning of the Regular Agenda.

Commissioner Boureslan stated that the contract request stated "Total contract amount - \$2250" and wondered if that was correct and if that amount was for a week, two weeks or for the whole year? He said the contract stated that it was ending on May 31, 2006, so he didn't know why it also had to say "The contract period shall not exceed one year," since it wouldn't be exceeding one year.

Julie Fonseca de Borges, representative for the Museum, stated that the amount was for the entire year.

Assistant City Attorney Lupe Cuellar said the employee would not exceed 20 hours per week.

MOTION TO APPROVE ITEMS 2B 1-3 WITH MODIFICATION STRIKING THE SENTENCE THAT SAYS "THE CONTRACT PERIOD SHALL NOT EXCEED ONE YEAR." MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER BOURESLAN AND UNANIMOUSLY PASSED.

- C. Twelve (12) Personal Services Contract from September 1, 2005 through August 31, 2006 for Parks and Recreation:
 1. Armendariz, Olga G. – Daycare Coordinator
 2. Benegas, Anna Luisa – Daycare Supervisor
 3. Garcia, Claudia – Daycare Coordinator
 4. Herring, Teri – Daycare Coordinator
 5. Mata Martinez, Virginia – Daycare Instructor
 6. Olson, Priscilla – Daycare Coordinator
 7. Perez, Lisa Maria – Daycare Coordinator
 8. Ramirez, Juanita – Daycare Instructor
 9. Sanchez-Ruiz, Jennifer – Indoor Pool Manager
 10. Sattizahn, Delila- Daycare Supervisor
 11. Tromer, Carolyn J. – Daycare Supervisor
 12. Wheeler, Amy L. – Indoor Pool Manager

- D. Five (5) Personal Services Contracts for El Paso Police Department:
 1. Avila, Maria Angelina – Translator Specialist
 2. Becerra, Norma P. – Victim Services Response Team Case Manager
 3. Gonzalez-Graells, Gloria I. – Crime Victim Services Supervisor
 4. Moore, Leah E. – Domestic Abuse Response Team Case Manager
 5. *Item Not Used*
 6. Trejo, Leticia – Victim Services Volunteer Coordinator

3. Discussion and Action on Approval of Applications for Outside Employment:
 - A. Balderrama - Francisco - Police
 - B. Barrio - Luis - Police
 - C. Cadena - Francisco - Parks & Recreation
 - D. Espinosa - Ricardo - Mass Transit
 - E. Lespron - Carlos - Police
 - F. Marquez - Lorenzo - Fire
 - G. Nanez - Armando - Police
 - H. Nelms - Clinton - Police
 - I. Picard - Lynn - Police

4. Notice of Promulgation of Eligible Lists:

- A. Residential Inspector = Promulgated 08/02/05 (P-1)
- B. Museums Development Coordinator = Promulgated 08/05/05 (P-1)(O-19)
- C. Automotive Technician III = Promulgated 08/12/05 (P-4)
- D. Electronics Controls Specialist = Promulgated 08/12/05 (P-2)(O-2)
- E. Printing Supervisor = Promulgated 08/12/05 (P-2)(O-2)
- F. Training Specialist = Promulgated 08/16/05 (P-5)(CR-1)(O-6)

5. Discussion and Action on Approval of Classification Actions:

New Job Class/Revised Job Class/Revised Job Class & Grade/Revised Job Class, Title & Grade

	<u>Title</u>	<u>Code</u>	<u>Grade</u>
A.	Proposed: Chief Street Operations Officer	5432	PM 80
B.	Proposed: Ombudsman	5936	PM 80
C.	Proposed: Business and Customer Service Manager	5398	EX G
D.	Proposed: Deputy Director–Building Permits & Inspections	5410	EX E
E.	Proposed: Development Services Director	5408	EX A

These corrections were made concurrent with approval of the consent agenda. Ms. Thomas said that on the job specification, on the first paragraph under Typical Duties, 7th line, a period should be inserted after the words "Direct code compliance." Also, on the third paragraph, 7th sentence, the word "appealed" before the word "grievances" needed to be deleted. Also, the last sentence of that paragraph which begins with "Recommend employee...", a period should be placed after the word "commendation." Then start the next sentence with the word "Determine" before the word "discipline", and delete the words "and termination."

F.	Official: Solid Waste Management Director	5418	EX E
	Proposed: Environmental Services Director	Same	EX C

These corrections were made concurrent with approval of the consent agenda. Ms. Thomas said that on the job specification, second paragraph under Typical Duties, on the sentence before the last sentence, the word "meet" should be replaced with the words "to ensure compliance with."

This item was addressed at the beginning of the Regular Agenda.

Commissioner Ruck asked why Ms. Smyth wasn't being placed into the reclassified position.

Ms. Thomas stated that Ms. Smyth was currently a contract employee serving as the Environmental Services Director.

G.	Official: Solid Waste Management Assistant Director	3388	EX J
	Proposed: Environmental Services Assistant Director	5420	EX E

This item was addressed at the beginning of the Regular Agenda.

Commissioner Ruck asked if Items A through E were new positions.

Ms. Thomas said they were and Items F and G were reclassifications.

MOTION TO APPROVE ITEMS 5A-D AND 6 MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER GRAHAM AND PASSED BY A VOTE OF 6 TO 1.

Ayes: Commissioners Graham, Martinez, Gezelius, Schwartz, Scott, Ruck

Nays: Commissioner Boureslan

MOTION TO APPROVE ITEMS 5E-G MADE BY COMMISSIONER BOURESLAN, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

6. Discussion and Action on Approval of placement of incumbents into reclassified positions:

	Title	Code	Grade
	Official: Building Permits & Inspections Director	5409	EX B
	Proposed: Development Services Director	5408	EX A
A.	Shubert, <u>R.</u> Alan R.		
	Official: Secretary I	1821	GS 13
	Proposed: Personnel Aide	1615	GS 13
B.	Esqueda, Sandra T.		
C.	Porras, Sandra J.		
	Official: Municipal Services Asst Director for Facilities Mgmt	5866	EX E
	Proposed: Environmental Services Assistant Director	5420	Same
D.	Larbi-Cherif, Said		
	Official: Customer Service Manager (EPWU)	5919	PM 82
	Proposed: Business and Customer Service Manager	5398	EX G
E.	Steele, Harry E.		
	Official: Planner III	5703	PM 80
	Proposed: Ombudsman	5936	Same
F.	Fraser, James		

Discussion.

See motions for Item 5.

7. Discussion and Action on Transfer of Incumbents from Building and Planning Services, Building Permits and Inspections, Community & Human Development, Comptroller's Office, Engineering Department, Office of Management and Budget, Planning Department, Purchasing Department, Municipal Services, Quality of Life Services and Financial Services:

<u>From</u>	<u>To</u>	<u>Detail</u>
A. Engineering	Building Permits & Inspection	See Attachment "A"
B. Building & Planning Svcs Dept.	City Manager	See Attachment "A"
C. Financial & Admin Svcs Dept.	City Manager	See Attachment "A"
D. Quality of Life Services Dept.	City Manager	See Attachment "A"
E. OMB	City Manager	See Attachment "A"
F. Building Permits & Inspection	Development Services	See Attachment "A"
G. Planning	Development Services	See Attachment "A"
H. Building and Planning Services	Engineering	See Attachment "A"
I. Municipal Services	Engineering	See Attachment "A"
J. Building Permits & Inspection	Environmental Services	See Attachment "A"
K. Engineering	Environmental Services	See Attachment "A"
L. Municipal Services	Environmental Services	See Attachment "A"
M. Financial & Admin Svcs Dept	Financial Services	See Attachment "A"
N. Municipal Services	Financial Services	See Attachment "A"
O. Purchasing	Financial Services	See Attachment "A"
P. Community Development	General Services	See Attachment "A"
Q. Engineering	General Services	See Attachment "A"
R. Municipal Services	General Services	See Attachment "A"
S. OMB	General Services	See Attachment "A"
T. Purchasing	General Services	See Attachment "A"

U.	Community Development	Municipal Clerk	See Attachment "A"
V.	Engineering	Planning	See Attachment "A"
W.	Building Permits & Inspection	Streets	See Attachment "A"
X.	Engineering	Streets	See Attachment "A"
Y.	Comptroller	Airport	See Attachment "A"
Z.	Comptroller	Environmental Services	See Attachment "A"
AA.	Comptroller	Mass Transit	See Attachment "A"
BB.	Comptroller	Municipal Clerk	See Attachment "A"
CC.	Comptroller	Police	See Attachment "A"

8. Discussion and Action on request to assign pending appeal cases:

Giner, Marta – Termination – Police Department

9. Discussion and Action on request to have named placed on Transfer List:

- A. Jaime, Melissa – Secretary I – Economic Development
- B. Tovar, Denise – Secretary III – Quality of Life Services

10. Discussion and Action on request to have name placed on Reinstatement List:

- A. Ortiz, Jose – Coach Operator – Mass Transit

This item was tabled concurrent with approval of the Consent Agenda.

- B. Sosa, Roberto – Police Officer – Police Department

11. Discussion and Action on Approval of Merit Increases in accordance with C.S.C. Guidelines:

- | | |
|---|---|
| 1. OMB-Woolridge, Charlais-Customer Relations Clerk | 44. Mass Transit-Diaz, Jose-Transit Route Supervisor |
| 2. Building Permits-Aguinaga, Cynthia-Customer Relations Clerk | 45. Mass Transit-Dominguez, Raul-Coach Operator |
| 3. Building Permits-Avalos, Manuela-Code Compliance Inspector | 46. Mass Transit-Dominguez, Robert-Paratransit Chief of Ops |
| 4. Building Permits-Barraza, Leonardo-Electrical Inspector | 47. Mass Transit-Duran, Manuel-Coach Operator |
| 5. Building Permits-Chavez, Lucinda-Code Compliance Spvr | 48. Mass Transit-Elizondo, Daniel-Coach Operator |
| 6. Building Permits-Davila, Zuleika-Code Compliance Inspector | 49. Mass Transit-Enriquez, Roberto-Coach Operator |
| 7. Building Permits-Garcia, Adrian-Mechanical Inspector | 50. Mass Transit-Erives, Mario-Paratransit Coach Operator |
| 8. Building Permits-Garcia, Rodolfo-Engineering Tech III | 51. Mass Transit-Escobedo, Jesus-Paratransit Coach Operator |
| 9. Building Permits-Gonzalez, Victor-Residential Inspector | 52. Mass Transit-Esparza, Santiago-Coach Mechanic II |
| 10. Building Permits-Genera, Rocio-Customer Relations Clerk | 53. Mass Transit-Favela, Antonio-Coach Operator |
| 11. Building Permits-Hodges, James-Electrical Inspector Spvr | 54. Mass Transit-Galarza, Charles-Coach Operator |
| 12. Building Permits-Martinez, Edward-Code Compliance Inspector | 55. Mass Transit-Galaviz, Jose-Coach Operator |
| 13. Building Permits-Nuzzo, Vincenzo-Residential Inspector | 56. Mass Transit-Galindo, Eddie E.-Paratransit Coach Operator |
| 14. Building Permits-Ojeda, Santiago-Residential Inspector | 57. Mass Transit-Gallardo, Pedro-Coach Operator |
| 15. Building Permits-Ortiz, Raul-Plan Reviewer II | 58. Mass Transit-Gandarilla, Jesus A.-Coach Operator |
| 16. Building Permits-Ramirez, Victor-Customer Relations Clerk | 59. Mass Transit-Garcia, Carlos-Automotive Service Worker I |
| 17. Building Permits-Roth, Ronnie-Residential Inspector Spvr | 60. Mass Transit-Glasser, John-Auto Body Repairer |
| 18. Building Permits-Santo, Suzanne-Landscape Plan Reviewer | 61. Mass Transit-Gomez, Jose A.-Auto Technician III |
| 19. Building Permits-Serna, Raul-Electrical Inspector | 62. Mass Transit-Gonzalez, Arturo R.-Coach Operator |
| 20. Building Permits-Shipp, Barbra-Cust Rel & Billing Spvr | 63. Mass Transit-Gonzalez, Enrique-Stores Clerk II |
| 21. Building Permits-Valdez, Eva-Customer Relations Rep | 64. Mass Transit-Gonzalez, Manuel-Coach Operator |
| 22. Building Permits-Valles, Rodolfo-Code Compliance Inspector | 65. Mass Transit-Gonzalez, Richard-Paratransit Coach Operator |
| 23. Mass Transit-Acosta, Mark-Coach Mechanic II | 66. Mass Transit-Goufth, Salvador-Automotive Service Worker I |
| 24. Mass Transit-Acuna, Magda-Clerk Typist III | 67. Mass Transit-Gross, Jennifer-Clerk III |
| 25. Mass Transit-Aguilar, Fernando-Coach Operator | 68. Mass Transit-Guarnero, Benny-Auto Technician I |
| 26. Mass Transit-Aguilar, Lorenzo-Coach Operator | 69. Mass Transit-Guzman, Paul-Coach Body Shop Spvr |
| 27. Mass Transit-Anchondo, Carlos-Coach Operator | 70. Mass Transit-Hernandez, David-Coach Operator |
| 28. Mass Transit-Arellano, Jaime-Coach Operator | 71. Mass Transit-Higgins, Mary Ann-Auto Maintenance Ticket Writer |
| 29. Mass Transit-Armandariz, Ramon-Coach Operator | 72. Mass Transit-Holguin, Pablo-Transit Route Supervisor |
| 30. Mass Transit-Balcazar, Juan-Transit Route Supervisor | 73. Mass Transit-Holmes, Gary Lee-Coach Operator |
| 31. Mass Transit-Camacho, David-Coach Operator | 74. Mass Transit-Hurtado, Patricia-Transit Communication Dispatcher |
| 32. Mass Transit-Candelaria, Hector-Coach Operator | 75. Mass Transit-Lopez, Cleofas I-Paratransit Coach Operator |
| 33. Mass Transit-Carpenter, Ronald-Coach Operator | 76. Mass Transit-Lopez, Jr., Frank-Transit Route Supervisor |
| 34. Mass Transit-Carrillo, Maria-Coach Operator | 77. Mass Transit-Lopez, Lorenzo-Coach Operator |
| 35. Mass Transit-Castaneda, Luis-Auto Maint Ticket Writer | 78. Mass Transit-Louis, Oduma-Coach Operator |
| 36. Mass Transit-Castaneda, Rodolfo-Maintenance Mechanic II | 79. Mass Transit-Lugo, Alejandro-Coach Operator |
| 37. Mass Transit-Castor, Celia-Cashier Clerk | 80. Mass Transit-Macias, Raymundo-Automotive Service Worker I |
| 38. Mass Transit-Chavarria, David-Coach Operator | 81. Mass Transit-Mares, Antonio-Coach Mechanic I |
| 39. Mass Transit-Clemmons, Cedric-Coach Operator | 82. Mass Transit-Marquez, Gilbert-Coach Operator |
| 40. Mass Transit-Contreras, Debra-Communications Dispatcher | 83. Mass Transit-Martin Del Campo, Jose-Coach Operator |
| 41. Mass Transit-Cordero, Juan-Coach Operator | 84. Mass Transit-Martinez, David-Paratransit Coach Operator |
| 42. Mass Transit-Cruz, Jose-Coach Operator | 85. Mass Transit-Martinez, Juan J.-A/C Mechanic I |
| 43. Mass Transit-De La Cruz, Angie-Coach Operator | 86. Mass Transit-Mascorro, Cruz-Paratransit Coach Operator |

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| 87. Mass Transit-Mata, Ricardo-Coach Operator | 115. Mass Transit-Rangel, Samuel-Automotive Service Worker I |
| 88. Mass Transit-Matamoros, David-Coach Operator | 116. Mass Transit-Rendon, Oswaldo R.-Paratransit Coach Operator |
| 89. Mass Transit-Maxwell, Lewis D.-Electronics Technician | 117. Mass Transit-Reyes, Juan-Coach Operator |
| 90. Mass Transit-McLellan, Myron-Coach Operator | 118. Mass Transit-Rocha, Eduviges-Accounting Clerk |
| 91. Mass Transit-Medina, Ruben J.-Coach Operator | 119. Mass Transit-Rodriguez, Alfredo-Coach Operator |
| 92. Mass Transit-Melendez, Gilbert-Paratransit Coach Operator | 120. Mass Transit-Rodriguez, Leila-Coach Operator |
| 93. Mass Transit-Mendez, Jaime-Accounting Clerk | 121. Mass Transit-Rodriguez, Michael-Coach Operator |
| 94. Mass Transit-Miranda, Filiberto-Coach Operator | 122. Mass Transit-Romero, Ramon-Coach Operator |
| 95. Mass Transit-Miller, Mark-Transit Fleet Services Supervisor | 123. Mass Transit-Ruiz, Jose-Coach Operator |
| 96. Mass Transit-Molina, Antonio-Transit Route Supervisor | 124. Mass Transit-Salazar, Alberto-Chief Coach Operator |
| 97. Mass Transit-Munoz, Alfonso-Coach Operator | 125. Mass Transit-Salazar, Marco-Coach Operator |
| 98. Mass Transit-Murguia, Jose L.-Automotive Service Worker I | 126. Mass Transit-Salcido, Camille-Marketing & Customer Rel.Mgr. |
| 99. Mass Transit-Nava, Arturo-Paratransit Coach Operator | 127. Mass Transit-Saucedo, Eduardo-Paratransit Coach Operator |
| 100. Mass Transit-Navarro, Peter-Coach Operator | 128. Mass Transit-Servin, Francisco -Transit Communications Dispatcher |
| 101. Mass Transit-Noor, Diane-Transit Communications Dispatcher | 129. Mass Transit-Stresow, Paul-Transit Planning & Program Mgr. |
| 102. Mass Transit-Oliver, Jr., Robert D.-Automotive Service Worker I | 130. Mass Transit-Tapscott, Lonnie-Education/Graphics Technician |
| 103. Mass Transit-Orozco, Juventino F.-Quality Control Inspector | 131. Mass Transit-Tate, Jimmy L.-Coach Operator |
| 104. Mass Transit-Ortega, Gerardo-Coach Operator | 132. Mass Transit-Tellez, Frank-Paratransit Coach Operator |
| 105. Mass Transit-Palafox, Filiberto-Coach Operator | 133. Mass Transit-Tharp, William T. Jr.-Transit Route Supervisor |
| 106. Mass Transit-Pascale, Hector-Coach Operator | 134. Mass Transit-Torres, Luis C.-Coach Operator |
| 107. Mass Transit-Pastran, Martin-Paratransit Coach Operator | 135. Mass Transit-Trillo, Rigoberto-Coach Operator |
| 108. Mass Transit-Patron, Rachel-Communications Dispatcher | 136. Mass Transit-Urteaga, Roberto H.-Coach Operator |
| 109. Mass Transit-Patterson, Kimberly A.-Coach Operator | 137. Mass Transit-Vasquez, Javier-Coach Operator |
| 110. Mass Transit-Payan, Rodolfo-Coach Operator | 138. Mass Transit-Villanueva, Hector-Coach Operator |
| 111. Mass Transit-Paz, Francisco-Coach Mechanic III | 139. Mass Transit-Villegas, Jorge-Coach Operator |
| 112. Mass Transit-Peterson, James W.-Paratransit Operations Assistant Su | 140. Mass Transit-Von Hatten, James-Transit Route Supervisor |
| 113. Mass Transit-Pixler, Yvonne-Personnel/Accounting Clerk | 141. Mass Transit-Zavala, Antonio-Coach Operator |
| 114. Mass Transit-Ramirez, Elsa-Secretary II | 142. Mass Transit-Zuniga, Natividad-Chief Coach Operator |

12. Discussion and Action on Request for Temporary Promotion:

- A. Vargas, Arturo – Parks & Recreation
 From: Laborer
 To: Maintenance Mechanic I
- B. Weese, Larry – Solid Waste Management
 From: Refuse Equipment Operator
 To: Refuse Collection Division Supervisor

Commissioner Ruck stated that Mr. Weese was on the eligible list for the position he was being temporarily promoted to, however, Mr. Vargas was not on the eligible list and asked why someone from the eligible list wasn't being used.

Ms. Thomas said that the person being replaced in 12A was out on leave therefore the position was not vacant and they weren't looking for a permanent replacement. She also said that the department could get someone from the eligible list but they weren't constrained to do so.

MOTION TO APPROVE ITEMS 12A AND 12B MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER SCHWARTZ AND UNANIMOUSLY PASSED.

13. Discussion and Action on Request to Work Employee Out of Classification:

Cordero, Jeanette – Tax Office
 From: Cashier II
 To: Accounting Clerk

This item was deleted concurrent with approval of the Consent Agenda.

14. Discussion and Action on Request for Extension of Eligible Lists for an additional six months:

Airport Operations Superintendent – Extended through March 8, 2006

REGULAR AGENDA

15. Discussion and Action on revisions to Rule 29, Outside Employment - amending approval authority and reporting requirements (Tabled 08/11/05).

Items 15 and 16 were considered after Items 17, 18 and 19.

Chair Ellis told the Commission that the committee of the Commission had met reference amending Rule 29 and the draft being presented at today's meeting was the outcome of that meeting. He stated that since the meeting a few changes have been made to the document but they are simple changes to the grammatical form of the document. The main change in the rule is that it allows Department Heads to grant these applications instead of the Commission having to approve them.

Elaine Hengen, Assistant City Attorney, told the Commission that a few changes/corrections needed to be made to the proposal.

After discussion, the following changes were made: On page 2, Section 5, the shaded sentences needed to be deleted. On Section 6, the word "renewal" needed to be replaced with "subsequent." On page 3, a new last paragraph will read, "Copies of all outside employment documents will be filed in the employee's personnel file."

MOTION TO APPROVE ITEM 15 WITH THE MODIFICATIONS MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

Chair Ellis stated that this matter would be forwarded to City Council.

16. Discussion and Action on revisions to Rule 5, Compensation - to change the way competencies and merit increases are allotted (Tabled 08/11/05).

Items 15 and 16 were considered after Items 17, 18 and 19.

Elaine Hengen, Assistant City Attorney, said she had reviewed the language that the Committee proposed and concurred with the wording except for Section 1.a.2. and she presented the wording for that section as follows: "Persons hired under the Professional Manager or Executive Compensation Plan shall additionally be compensated in accordance with Sections 4 and 5 of this Rule. Subsections g. and h. of this section shall not apply to persons hired under the Executive Compensation Plan."

After discussion the following minor changes were also made: On page 3, Section 4.e., the first sentence should end after the word "Rules" and a period placed there. The next sentence enclosed in parenthesis will remain but the parenthesis will be removed.

MOTION TO APPROVE ITEM 16 WITH THE MODIFICATIONS MADE BY COMMISSIONER GEZELIUS, SECONDED BY COMMISSIONER BOURESLAN AND UNANIMOUSLY PASSED.

17. Discussion and Action on Appeal of Disqualification to take Examination and/or Removal of Name from Eligible List in accordance with C.S.C. Rules and Regulations:

MOTION TO ADJOURN TO EXECUTIVE SESSION MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER MARTINEZ AND UNANIMOUSLY PASSED.

The Commission retired into Executive Session at 6:36 p.m. to discuss Items 17 and 18, and reconvened for Open Session at 7:55 p.m. p.m.

MOTION TO ADJOURN EXECUTIVE SESSION AND RETURN TO REGULAR SESSION MADE BY COMMISSIONER MARTINEZ, SECONDED BY COMMISSIONER GEZELIUS AND UNANIMOUSLY PASSED.

- A. Davis, Leon – Library Assistant (Ord. 8064, 5.1.b.)

Mr. Davis was present. The matter was discussed in Executive Session. The following action was taken in Open Session.

MOTION TO APPROVE ITEM 17A MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

B. Garza, Maria – Library Assistant (8.1.d.4.)

Ms. Garza was present. The matter was discussed in Executive Session. The following action was taken in Open Session.

MOTION TO APPROVE ITEM 17B MADE BY COMMISSIONER MARTINEZ, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

C. Saenz, Chris – Library Assistant (8.1.d.4.)

Mr. Saenz was present. The matter was discussed in Executive Session. The following action was taken in Open Session.

MOTION TO APPROVE ITEM 17C MADE BY COMMISSIONER BOURES LAN, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

D. Monroe, Rodney L. – Certified Police Trainee (8.1.d.4.)

Mr. Monroe was present. The matter was discussed in Executive Session. The following action was taken in Open Session.

MOTION TO APPROVE ITEM 17D MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER MARTINEZ AND UNANIMOUSLY PASSED.

18. A. Discussion and Action on Dwight Simpson's Motion to Reconsider Appeal.

MOTION TO RECONSIDER ITEM 18 MADE BY COMMISSIONER GRAHAM, SECONDED BY COMMISSIONER MARTINEZ AND UNANIMOUSLY PASSED.

B. Discussion and Action on Appeal of Disqualification to take Examination for Zoo Maintenance Worker in accordance with C.S.C. Rule 8.1.d.4.

MOTION TO ADJOURN TO EXECUTIVE SESSION MADE BY COMMISSIONER GRAHAM, SECONDED BY COMMISSIONER MARTINEZ AND PASSED BY A VOTE OF 5 TO 2.

Ayes: Commissioners Graham, Martinez, Boureslan, Schwartz, Scott

Nays: Commissioner Gezelius, Ruck

The Commission retired into Executive Session at 7:59 p.m. to discuss Item 18B, and reconvened for Open Session at 8:17 p.m.

MOTION TO ADJOURN EXECUTIVE SESSION AND RETURN TO REGULAR SESSION MADE BY COMMISSIONER GRAHAM, SECONDED BY COMMISSIONER MARTINEZ AND UNANIMOUSLY PASSED.

David Hilles, Attorney at Law, was present representing Mr. Simpson. The matter was discussed in Executive Session. The following action was taken in Open Session.

MOTION TO APPROVE ITEM 18B MADE BY COMMISSIONER SCHWARTZ, SECONDED BY COMMISSIONER BOURES LAN AND UNANIMOUSLY PASSED.

19. Discussion and Action on Hearing Officer's Report and Recommendation:

Garcia, Ernesto – Termination – Mass Transit (05-SM-05PP)

David Hilles, Attorney at Law, was present representing Mr. Garcia and requested that the Commission uphold the Hearing Officer's recommendation to reduce the termination to a 100-day suspension.

Terry Lee Scott, Director for Mass Transit, requested that the Commission uphold the termination and not approve the Hearing Officer's recommendation. Mr. Scott went into detail on miss-outs and Mass Transit's policies reference miss-outs.

Discussion and review of some of the facts of the case.

MOTION TO UPHOLD THE HEARING OFFICER'S RECOMMENDATION TO REDUCE THE TERMINATION TO A 100-DAY SUSPENSION MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER GRAHAM BUT FAILED BY A VOTE OF 4 TO 3.

Ayes: Commissioners Graham, Scott, Ruck
Nays: Commissioner Martinez, Gezelius, Boureslan, Schwartz

MOTION TO UPHOLD THE TERMINATION AND DENY THE HEARING OFFICER'S RECOMMENDATION MADE BY COMMISSIONER BOURESLAN, SECONDED BY COMMISSIONER GEZELIUS AND PASSED BY A VOTE OF 4 TO 3.

Ayes: Commissioners Martinez, Gezelius, Boureslan, Schwartz
Nays: Commissioner Graham, Scott, Ruck

- 20. Discussion and action on amending the job description of Human Resources Director and service as Civil Service Commission Secretary and changing the reference to "Mayor" to "City Manager".

Commissioner Gezelius stated that at the last meeting Ms. Cuellar had told the Commission that the job description trumps CSC Rule 1 and 2 and if they wanted to take any action under Rule 1 they would have to amend the HR Director's job description, he was proposing they amend the job description.

After discussion the following changes were made to the Human Resources Director job description: Under Summary, the words "with the concurrence of the Civil Service Commission" are added to that sentence. Under Typical Duties, on the fourth line, the word "Mayor" needs to be replaced with "City Manager."

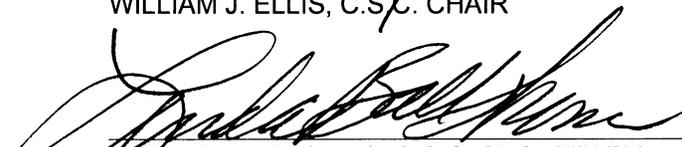
MOTION TO APPROVE THE NOTED AMENDMENTS TO THE HUMAN RESOURCES DIRECTOR JOB SPECIFICATIONS MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER GRAHAM AND UNANIMOUSLY PASSED.

THERE BEING NO FURTHER BUSINESS BEFORE THE COMMISSION, A MOTION TO ADJOURN WAS MADE BY COMMISSIONER RUCK, SECONDED BY COMMISSIONER GEZELIUS AND UNANIMOUSLY PASSED.

THE MEETING ADJOURNED AT 9:20 P.M.



WILLIAM J. ELLIS, C.S.C. CHAIR



LINDA BALL THOMAS, C.S.C. SECRETARY

10-13-05
DATE APPROVED