

Outcome?  
DETENTION ADMINISTRATION  
IN-CUSTODY DETENTION

2016 JUN 16 AM 8:14



Susan Pamerleau  
Sheriff  
Bexar County, Texas

Resigned 6/23  
Pend. Hearing

Approved [Signature]  
Date 6/16/16

**NOTICE OF PROPOSED SUSPENSION**

**EMPLOYEE:** Detention Officer Nathaniel Flores #1958, 1<sup>st</sup> Detail, Detention, Main Jail  
**DATE:** June 6, 2016

You are hereby notified that the Bexar County Sheriff's Office is proposing to suspend you without pay for a total of TEN (10) days from the position of Detention Officer for the violation of the following subsection(s) of Paragraph 9.02 of the Rules for the Bexar County Sheriff's Civil Service Commission:

**A. Absence without leave-absence without leave is an absence which is not authorized or for which a request for leave has been denied.**

**B. Insubordination-Unwilling to submit to authority**

In addition to the following violation(s) of the Bexar County Sheriff's Office Manual of Policy and Procedure, Paragraph(s):

**5.28 Absence Without Proper Authority**

**Specific reason(s) for this action:** On June 4, 2016 you were scheduled to come in for duty. On this same date you called in requesting to take personal leave. Lieutenant Thomas Malone #1611 had called you to find out why you were requesting to take a personal day off. You informed Lt. Malone that you had e-mailed Lieutenant Charles Cagle #2721 the previous week on trying to get the day off on June 4, 2016 so you could attend your daughter's ceremony.

You were informed by Lieutenant Cagle that no vacancies were available and only the Captain can override his decision. You had spoken to me about your situation on Thursday, June 2, 2016 and I informed you that your request could not be honored because of manpower constraints. You then asked me again on Friday, June 3, 2016 and I again informed you that I could not honor said request. I received a text from DC Henry Reyes about contacting you in regards to your request. I called you at the listed number (210 947 9796) at the listed contact number you had given to DC Reyes. I made at least three different attempts to contact you to no avail.

You informed Lt. Malone that you had received a call stating your request was denied yet you defiantly called our office to get the day (June 4, 2016) off. Lieutenant Malone again reminded you that he could not grant your request because he was holding eleven Mandatory Overtime posts. You continued your defiance by informing Lt. Malone "that you were not coming in today and you tired of this and you were going to your daughter's graduation." You clarified to Lieutenant Malone that you will not be arriving for duty and said "I don't care. I'll take the discipline and I will be contacting CLEAT." Be advised that your absence from duty was not authorized and such conduct will not be tolerated, you will also be carried without pay for the day of June 4, 2016. **FIR #060416-07 Persons with knowledge of this incident: Capt. Louis Valdez, Lt. Thomas Malone, Lt. Charles Cagle.**

**The corrective action required:** In the future, you will submit a 350-10 slip for any type of leave requests. Electronic requests for time off will not be accepted. You will also abide by the Bexar County Sheriff's Office Manual of Policy and Procedure, Paragraph 5.28, Absence Without Proper Authority, which states in part, "It is understood that there will be legitimate times when an employee will be absent from work, for such reasons as illness, vacation, injury, etc. Although these are valid reasons for not reporting to work or departing early, it is still the department policy that such absences be cleared through the employee's supervisor." Be advised that repetition of this action (or lack of action) which resulted in this Notice of Proposed Suspension may result in more serious disciplinary action.

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You are further advised that you may grieve this Notice of Proposed Suspension, in writing, to the undersigned to explain or countervail said specific charges. Your written response, if submitted, must be received and time stamped by supervision/management in the Main Jail Shift Commander's Office no later than the fifth (5<sup>th</sup>) business day following receipt of this document.

  
Captain Louis Valdez #1900  
1<sup>st</sup> Detail Shift Commander

The Foregoing Document was served upon Detention Officer Nathaniel Flores #1958 on  
6/16, 2016 by:

  
Printed Name/Badge of Server

  
Signature of Server

I acknowledge receipt of this Document.

  
Signature of Employee

Original: Personnel File, Copy: 1) Employee 2) Section File 3) Employee Disciplinary/Grievance Technician

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