

Agreed - Reduced to 3 days

11/22/16

15 DEC -8 AM 8:34



DETENTION SHIFT COMMANDER

2015 DEC -7 PM 5:56

Susan Pamerleau

Sheriff

Bexar County, Texas

APPROVED  
DATE

11/24/15

### NOTICE OF PROPOSED SUSPENSION

**EMPLOYEE:** Deputy Joemaria Ramos #4195, Second Detail, Detention, Main Jail

**DATE:** November 24, 2015

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

- J. POOR JOB PERFORMANCE**
- O. CONDUCT OR ACTION THAT WOULD SERIOUSLY IMPAIR JOB EFFECTIVENESS**

In addition to the following violations of the Bexar County Sheriff's Office Detention Division Manual of Policy and Procedure:

#### **300.02 IV C.5 LEAVING A POST OR ABSENCE FROM DUTY WITHOUT PROPER AUTHORITY**

**The specific reason(s) for this action:** On Tuesday November 10, 2015, you were assigned to Corridor 275 at the Annex on 3<sup>rd</sup> Detail as a result of Mandatory Overtime (MOT). On Wednesday November 11, 2015 at approx. 0705 hours you called the Annex yeoman's office and spoke to Officer Steven Plata #2798 who was assigned to the Scanner on 1<sup>st</sup> Detail. You said you were advised by Officer Plata that you did not need to be relieved by an officer and could leave the Corridor keys on the Corridor desk. Without contacting your Corridor sergeant for direction you unlocked the inner and outer doors leading to the exterior of the building leading to Echo Tower. You left both doors open, left your post, signed your MOT paper work and left the location. Shortly thereafter, two 1<sup>st</sup> Detail Officers observed the keys to Corridor 275 on the Corridor desk and both doors leading to the outside of the building, where Echo Tower is located, unlocked and open. The 1<sup>st</sup> Detail officers did not see anyone at the Corridor desk. You are aware that you are responsible to ensure proper custody, care and control of inmates to prevent escapes. By leaving the two doors unlocked and open you created a serious breach in security. While the doors were unlocked and open, an inmate, or inmates, could have walked out of the building into the courtyard surrounding Echo Tower and possibly escaped. **REFER TO FIR ADCA111115-03.**

**The corrective action required:** In the future, when you have a question regarding your duty station or post, you will contact your floor sergeant or Shift Commander for direction. You shall also ensure you are attentive in the execution of your duties and adhere to all Sheriff's Office Policy and Procedures. During the performance of your duties, you shall not perform your job assignment by displaying reluctance on your part to properly perform your duties, act in a manner which would tend to bring discredit upon yourself or the Sheriff's Office as a whole; fail to assume the necessary responsibility; or fail to exercise diligence, proper demeanor, intelligence, and interest in the pursuit of your duties. Be advised that repetition of the action (or lack of action) which resulted in this Notice of

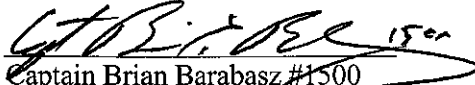
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**NOTICE OF PROPOSED SUSPENSION**  
**Deputy Joemaria Ramos #4195**

**Page 2/2**

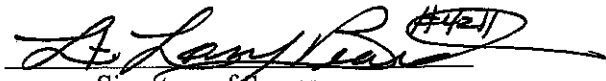
Proposed Suspension, may result in more serious disciplinary action, which may include dismissal from the Sheriff's Office.

You are further advised that you may grieve this Notice of Proposed Suspension in writing to the undersigned. Your written response, if submitted, must be received and time stamped in the Shift Commander's Office no later than the fifth (5<sup>th</sup>) business day following receipt of this document. Send copies of your grievance to: 1) the Bexar County Sheriff's Civil Service Commission, 211 S. Flores, San Antonio, Texas, 78204; 2) and to the Bexar County Sheriff's Personnel Office. Any further information regarding your Civil Service rights may be obtained from the Director of the Civil Service Commission, at (210) 335-2688.


  
Captain Brian Barabasz #1500  
3<sup>rd</sup> Detail Shift Commander

The Foregoing Document was served upon **Deputy Joemaria Ramos #4195** on **DEC 7, 2015** at **1755 HRS** hours by:

LT. Larry Beard #4211  
Printed Name/Badge of Server

  
Signature of Server

I acknowledge receipt of this Document.

  
Signature of Employee

15-516