

2016 APR 12 PM 2:14



Susan Pamerleau
Sheriff
Bexar County, Texas

Approved

Date

[Signature]
4/8/16

LATE FOR DUTY
Notice of Proposed Suspension – 20 Days

EMPLOYEE: Deputy Joseph Garza #3057
1st Detail / Main Jail

DATE: April 5, 2016

You are hereby notified that the Bexar County Sheriff's Office is reprimanding you for the violation of the Following subsection(s) of Paragraph 9.02 of the Rules for the Bexar County Sheriff's Civil Service Commission.

B: Poor Attendance-Excessive absence and / or **Tardiness**

In addition to the following Bexar County Detention Manual of Policy and Procedure, Paragraph 300:02:

V: A(#03) – A formal written reprimand will be administered on the fourth and fifth offense which has occurred during a ninety day period and within 90 days since the first offense.

The specific reason(s) for this action: On Tuesday, April 5, 2016 you were late for duty. You arrived at 0648 hours. This constituted your ninth infraction.

1 st Letter of Counseling	Monday, February 29, 2016	arrived at 0646 hrs.
2 nd Letter of Counseling	Thursday, March 03, 2016	arrived at 0646 hrs.
3 rd Letter of Counseling	Sunday, March 06, 2016	arrived at 0646 hrs.
1 st Letter of Reprimand	Tuesday, March 08, 2016	arrived at 0655 hrs.
2 nd Letter of Reprimand	Sunday, March 13, 2016	arrived at 0704 hrs.
5 Day NOPS	Tuesday, March 15, 2016	arrived at 0704 hrs.
10 Day NOPS	Thursday, March 24, 2016	arrived at 0650 hrs.
15 Day NOPS	Tuesday, March 29, 2016	arrived at 0800 hrs.

The corrective action required: You are required to report for duty punctually at 0645 hours. Your continuous action of reporting late for duty as documented above has resulted in this disciplinary action. The next level of Disciplinary action is a (25) day Notice of Proposed Suspension.

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 Detention Administration no later than the fifth (5th) business day following receipt of this document.

[Signature]
Capt. Louis Valdez #1900
1st Detail Shift Commander

COMMUNICATIONS
APR 12 2016



Susan Pamerleau

Sheriff

Bexar County, Texas

Deputy Joseph Garza #3057
Notice of Proposed Suspension (20 days)

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This Notice of Proposed Suspension was served on 9/13, 2016.

Capt. Harris Valdez #990
Printed name of Server

[Signature]
Signature of Server

I acknowledge receipt of this document of this document

[Signature] #3057
Signature of Employee

MINUTE RESOURCES
10-06-13 10:15:00

MINUTE RESOURCES
10-06-13 10:15:00

16-209