



Susan Pamerleau
Sheriff
Bexar County, Texas

Approved *EC Rayce*
Date *8/27/15*

NOTICE OF PROPOSED SUSPENSION

EMPLOYEE: Detention Officer Joseph Garza #3057, 1st Detail Main Jail
DATE: August 7, 2015

You are hereby notified that the Bexar County Sheriff's Office is proposing to suspend you without pay from the position of Detention Officer for a total of Three (3) days for the violation of the following subsection(s) of Paragraph 9.02 of the Rules for the Bexar County Sheriff's Civil Service Commission:

F. Misuse of leave privileges

The specific reason(s) for this action: You had FMLA leave approved with stipulations that you acknowledged in writing that ran from June 3, 2015 through July 11, 2015. Your FMLA expired on July 11, 2015 and yet you called in FMLA (family) on the dates of July 13, 2015, July 14, 2015, and July 15, 2015. The Bexar County Sheriff's Office will not tolerate such abuse of leave privileges.

The corrective action required: You will report for duty as required and adhere to guidelines set forth in all documents you acknowledge in writing. Furthermore, you will adhere to all policies. Be advised that persistence in the behavior, which resulted in this Notice of Proposed Suspension, will 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 person or 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 shift commander's office at the main jail no later than the fifth (5th) business day following receipt of this document.

Capt. Louis Valdez #1900

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Shift Commander 1st Detail – Main Jail

✓
15-309



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Notice of Proposed Suspension
Detention Officer Joseph Garza #3057

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The Foregoing Document was served upon Detention Officer Joseph Garza #3057 on 4.1.2015 at 1437 hours by:

Sgt. Corey L. Mager #1370
Printed Name/Badge of Server

[Signature] #1370
Signature of Server

I acknowledge receipt of this Document.

[Signature] #3057
Signature of Employee

Original: 1) Personnel File
Copy: 2) Employee 3) Section File 4) Employee Disciplinary/Grievance Technician