



Approved:	<i>[Signature]</i>
Date:	4/22/15

Susan Pamerleau
Sheriff
Bexar County, Texas
NOTICE OF PROPOSED SUSPENSION

EMPLOYEE: Corporal Mark Nava #2023, 2nd Detail- Main Jail
DATE: June 19, 2015

You are hereby notified that the Bexar County Sheriff's Office proposes to suspend you without pay for a total of **three (3)** days from the position of Detention Corporal for violation of the following subsection(s) of Section 9.02 of the Bexar County Sheriff's Department Civil Service Rules:

- J. Poor Job Performance**
- D. Dishonesty**

In addition to the following violation(s) of The Bexar County Sheriff's Detention Manual Policies and Procedures;

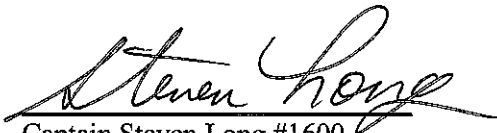
- 5.02 Performance of Duties**
- 5.32 Untruthfulness**
- BC.1000.01 Administrative Segregation**

The specific reason(s) for this action: On June 10, 2015 you were assigned to unit BJ, an administrative segregation unit. On this date at about 2000 DC Banasco came into unit BJ and observed several discrepancies. Banasco stated that several cell observation covers had been propped open by inmates, no officer in the dayroom, inmate unsupervised. Sgt Flood conducted an investigation. You responded to Sgt Flood that you had just left the dayroom to complete paperwork just before Banasco entered the unit. A review of unit video recordings for the two hours previous to Banasco entering unit BJ revealed that the inmates had been allowed to roam the dayroom, going cell to cell, talking and delivering items the inmates had also been in just their underwear. The video showed you and the assigned Cpl, sitting in the unit office, ignoring the inmates, while the inmates were in the dayroom basically unsupervised. You had only occasionally entered the unit dayroom during these two hours. To make matters worse an officer on OJT status that you were training was also working unit BJ with you and he wasn't instructed or encouraged to enforce BCADC rules when dealing with inmates. (FIR 061815-28)

The corrective action required: In the future you will ensure your supervisors are notified areas that need immediate attention and you are to adhere to Policy and Procedures as described in Bexar County Sheriff's Manual and Detention Policy and Procedure. In addition you will adhere to **BC. No: 1000.01 Administrative Segregation**. Furthermore, you shall comply with **paragraph 5.02, Performance of Duties, in the manual of Policy and Procedure for the Bexar County Sheriff's Office**. The aforementioned policy states in part, **..."An employee shall not perform their job assignments...by failing to assume the necessary responsibility; or by failing to exercise diligence, proper demeanor, intelligence and interest in the pursuit of their duties"...**

Be advised that persistence in the type of behavior which resulted in the suspension may result in additional disciplinary action to include dismissal from the Bexar County 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.


Captain Steven Long #1600
ODA/Shift Commander-2nd Detail

The Foregoing Document was served upon Mark Nava on July 11, 2015,

by: Lt. Brian Kramer #4101
Printed Name/Badge of Server


Signature of Server

I acknowledge receipt of this Document.

CPL. M. J. A. N - #7023
Signature of Employee

Original: 1) Personnel File

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