

Reduced to 2 days 5-26-16

MAR 1 8 REC'D



FEB 23 REC'D

Susan Pamerleau
Sheriff
Bexar County, Texas

Approved

Date

2/23/16

NOTICE OF PROPOSED SUSPENSION

EMPLOYEE: Deputy Luis Palacios #2858, 3rd Detail – Main Jail

DATE: February 21, 2016

You are hereby notified that the Bexar County Sheriff's Office proposes to suspend you without pay for a total of **five (5)** days from the position of Detention Officer for violation of the following subsection(s) Chapter IX of Paragraph 9.02 of the Rules for the Bexar County Sheriff's Civil Service Commission:

J. Poor job performance

P. Conduct which has proven to be detrimental or has an adverse effect on the Sheriff's Office

And violation of the Bexar County Sheriff's Manual of Policy and Procedures, Detention Manual of Policy and Procedures subsection(s)

6.02 Alertness

Employees of the Sheriff's Office shall at all times be attentive to their duties and by their alertness and observation, demonstrate interest in their work.

The specific reason(s) for this action: On Saturday, February 13, 2016 you were assigned to Unit CI. On Sunday, February 14, 2016 at approx. 0120 hours, Cpl. Belinda Hernandez #1520 and Officer Steven Lopez #2704 went to your assigned unit at different times, to allow you to conduct your observation checks. Upon their arrival, they both observed you asleep for about a minute. In addition you conducted an observation check without being properly relieved. When you spoke with Sgt. David Cantu #1520 you admitted to him that you were asleep because you were tired. In your written report you also admitted to conducting an observation check and not utilizing the pipe to register it. You also indicated in your report that you conducted an observation check at 0153hrs without being properly relieved.

Documentation: **FIR: 021416-04**

Persons who has knowledge of this incident:

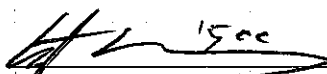
Officer Steven Lopez #2704
Cpl. Belinda Hernandez #1520
Sgt. David Cantu #1520

116-102

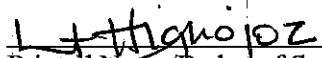
Notice of Proposed Suspension (5 Days)
Deputy Luis Palacios #2858

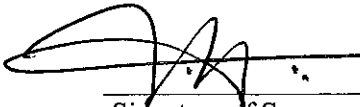
Corrective Action Required: In the future you shall comply with section 6.02 of the Sheriff's Manual of Policy & Procedure which states "Employees of the Sheriff's Office shall at all times be attentive to their duties and by their alertness and observation, demonstrate interest in their work." If you feel that you are getting tired you are to ask your floor sergeant for a break. Furthermore, you are shall conduct all observation checks in accordance to policy by being properly relieved and by properly documenting them. Lastly, be advised, that persistence in this type of behavior which resulted in this Proposed Notice of Suspension, may result in more serious disciplinary action, which may result in termination from the Bexar County 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 (5th) 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) 335-0728.


Captain Brian Barabasz #1500
3rd Detail Shift Commander

The Foregoing Document was served upon Deputy Luis Palacios #2858 on March 16 2016 at 0835 hours by:


Printed Name/Badge of Server


Signature of Server

I acknowledge receipt of this Document:


Signature of Employee

Distribution:
Original: 1) Personnel File

Copy: 2) Employee 3) Section File