

Accepted discipline 2-21-14

5 days



Susan Pamerleau
Sheriff
Bexar County, Texas

Approval

2/6/14

NOTICE OF PROPOSED SUSPENSION

EMPLOYEE: Officer Marc Medley #1545
DATE: January 28, 2014

You are hereby notified that the Bexar County Sheriff's Office is suspending you without pay for a total of five (5) days from the position of Detention Officer for violation of the following subsection(s) 9.02 of the Bexar County Sheriff's Office Civil Service Rules:

- J. Poor job performance.
- O. Conduct or action that would seriously impair job effectiveness
- P. Conduct which has proven to be detrimental or has an adverse effect on the Sheriff's Office.

In addition to the following violation(s) of the Bexar County Sheriff's Office Manual of Policy and Procedure, Paragraph(s):

- 5.01 General Discharge of Duties
- 5.02 Performance of Duties

The specific reason(s) for this action: On Saturday, January 18, 2014 at approximately 1820 hours, you were assigned to the Work Release Access Control station. Your duties encompass rebooking Weekender Inmates when they arrive to the Work Release section to serve their sentences. You booked inmate Steban Tijerina SID #1008177 (Weekender) into the Bexar County Sheriff's Office Adult Detention Center without any court paperwork. You admitted to the erroneous booking of inmate Tijerina based solely on a statement from him. Also, you are aware that individuals will not be booked into the facility without the proper paperwork. This erroneous booking on your part was not discovered until, Sunday, January 19, 2014 at approximately 1345 hours. You failed to act appropriately in your duties. Inmate Tijerina's sentence to the Work Release Weekender Program was "judgment satisfied." (Reference FIR #011914-14).

The corrective action required: In the future, you will comply with the Bexar County Sheriff's Office Manual of Policy and Procedure, Paragraphs 5.01 and 5.02. **Paragraph 5.01** states "All employees are required to discharge their duties in a professional manner with Texas and Federal Laws and Rules, and with the manual of Policies and Procedures." **Paragraph 5.02** states in part "An employee shall not perform their job assignments (1) by displaying a reluctance on their part to properly perform their duty; (2) by acting in a manner which would tend to bring discredit upon themselves or the Division as a whole; (4) by failing to exercise diligence, proper demeanor, intelligence, and interest in the pursuit of their duties." Be advised that persistence in the behavior, which resulted in this Notice of Proposed Suspension, may result in dismissal from the Sheriff's Office.

Persons who have knowledge of this incident: Deputy Chief Louis Quinones, Captain Timothy D. Walston #1300, Sgt. Janette Torres #280, Sgt. Michelle Reyes #1260, and Officer Loren Adams #1315.

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 by Detention Administration 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 Ms. Andrea San Miguel, Director of the Civil Service Commission, at (210) 335-2688.

Captain Timothy D. Walston #1300
Work Release Supervisor



Susan Pamerleau
Sheriff
Bexar County, Texas

**Notice of Proposed Suspension
Officer Marc Medley #1545**

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The Foregoing Document was served upon Officer Marc Medley #1545 on February 11, 2014, at 1720 hours by:

CAPT. TIMOTHY D. WALSTON 1300
Printed Name/Badge of Server

Timothy D. Walston
Signature of Server

I acknowledge receipt of this Document:

Marc Medley 1545
Signature of Employee

Original: 1) Personnel File

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

RECEIVED
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