



Bexar County Sheriff's Office

Javier Salazar, Sheriff



AGREED ORDER OF SUSPENSION

TO: Deputy Marcello Garza, Badge #1819, 2nd Detail Annex

DATE: March 23, 2017

This is a reduced action ordered by Deputy Chief Laura M. Balditt, Adult Detention Bureau which shall supersede the discipline served on February 19, 2017. You have consented to this reduced action and agreed to waive further grievance and appeal procedures regarding this issue.

You are hereby notified that the Bexar County Sheriff's Office is suspending you without pay for Three days (3 days) from the position of Detention Deputy for the following violations of the Bexar County Sheriff's Manual of Policy and Procedures, section:

4.06 Attendance

And the Bexar County Sheriff's Office Detention Policy and Procedure, section:

300.11 Absence Reporting

The specific reason(s) for this action: A review of your attendance in the last ninety (90) days has revealed that you have called in sick for yourself a total of three (3) times. On October 23, 2016 you were issued disciplinary action however your attendance has not improved. Your call in dates are as follows:

- 1 January 8, 2017
- 2 January 18, 2017 in conjunction with relief days
- 3 January 29, 2017

Corrective action required: In the future you will need to improve your attendance and make an effort to report for duty when you are scheduled to work.

Be advised that calling in sick should not be a method utilized to get days off. When you do not report for duty it causes strenuous working conditions for your fellow co-workers attempting to cover your position. Be further advised that this behavior also reflects poorly on your attendance record. Furthermore, persistence in the behavior, which resulted in this Agreed Order of Suspension, may result in a more serious disciplinary action, which may include dismissal from the Sheriff's Office.

On February 20, 2017, this office received your grievance relative to the Notice of Proposed Suspension served to you on February 19, 2017. You requested a

hearing, accordingly, a Loudermill Hearing was held on March 22, 2017 in my office.

Present at the hearing were the following:

Deputy Chief Laura M. Balditt, Adult Detention Bureau
Laura Martinez, Sheriff's HR Technician
Deputy Marcello Garza, Grievant
Karl Brehm, CLEAT Attorney

During your hearing I offered to reduce the Notice of Proposed Suspension (5 days) to an Agreed Order and Enactment of Suspension (3 days). You have accepted this reduced action and have agreed to waive further grievance and appeal procedures regarding this issue.



Deputy Chief Laura M. Balditt
Adult Detention Bureau

1) Original -HR file 2) Employee 3) Administrative file

The Foregoing Document was faxed to Karl Brehm, CLEAT Attorney on the 24th day of March 2017. Please acknowledge receipt of said document and return by fax to 335-5083 or email to lauramartinez@bexar.org.

Agreed and Accepted:



Karl Brehm, Attorney
for Marcello Garza