



Susan Pamerleau
Sheriff
Bexar County, Texas

Approved _____
Date _____

[Signature]

NOTICE OF PROPOSED SUSPENSION

EMPLOYEE: Detention Officer Xavier Rodriguez #4288, 1st Detail Main Jail
DATE: July 2, 2016

You are hereby notified that the Bexar County Sheriff's Office is proposing to suspend you without pay for a total of FIFTEEN (15) days from the position of Detention Officer for the violation of the following subsection(s) of Paragraph 9.02 of the Rules for the Bexar County Sheriff's Civil Service Commission:

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 of the Bexar County Sheriff's Office Manual and Detention 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 June 26, 2016, you were assigned to Unit AJ as the Unit Officer. At approximately 1225 hours, Cpl. Adrian Castillo #2843, acting 6th Floor Sergeant, was making his rounds to Unit AJ and observed unknown inmates leaning over the Unit AJ officer's station using the officer's station telephone in your presence.

When the unknown inmates saw Corporal Castillo coming to the unit door, they hung up the phone and moved away from the officer's station. Cpl. Castillo stated after the incident he asked Master Control to monitor the cameras in Unit AJ. Officer Michael Perez #2944 observed the Unit AJ officer's station via Master Control monitor he witnessed inmates using the officer's station telephone via phone speaker and taking things off the desk.

Your actions placed the BCSO in a liable situation. Your poor job performance and dereliction of duties will not be tolerated by the BCSO. Documentation: FIR# 062916-08

The corrective action required: You will at all times be attentive with your duties to ensure that inmates under your direct supervision are not allowed access to the officer's station items or use of the officer's station telephone. 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.

16-261



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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.

Lt. Thomas Malone #1611
Assistant Shift Commander 1st Detail – Main Jail

The Foregoing Document was served upon Detention Officer Xavier Rodriguez #4288 on 7-15, 2016
at 1000 hours by:

LT. THOMAS MALONE #1611

Printed Name/Badge of Server

LT. Thomas Malone #1611

Signature of Server

I acknowledge receipt of this Document.

Signature of Employee

Original: 1) Personnel File

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