



## Bexar County Sheriff's Office

Javier Salazar, Sheriff



### AGREED ORDER AND ENACTMENT OF SUSPENSION

**EMPLOYEE:** Deputy Steven Metcalf, Badge #342, Patrol Division

**DATE:** October 5, 2017

***This is a reduced action ordered by Deputy Chief Roy Fletcher, Patrol Division. You have consented to this reduced action and agreed to waive further grievance and appeal procedures.***

You are hereby notified that the Bexar County Sheriff's Office is suspending you without pay for Five (5) days for violation of the following Subsection(s) of Section 9.02 of the Rules for the Bexar County Sheriff's Civil Service Commission:

**O. Conduct or action that would seriously impair job effectiveness.**

In addition to the following violations of the Bexar County Sheriff's Office Manual of Policy and Procedure:

**5.35 Care of County Property and Equipment**

**5.37 Operation of County Motor Vehicles**

**The specific reason(s) for this action:** On Monday, June 12, 2017, you responded to a disturbance at 27805 Ralph Fair Rd for a possible shooting. When you arrived, you observed Fair Oaks PD's vehicles parked next to a wooded area. You drove off road in an attempt to locate them and the alleged shooter. While traveling off road through harsh terrain, you exceeded the vehicle capabilities and ended up in a ravine. You informed Sgt. Hodgkinson of the situation and he made the scene. Your assigned county vehicle was towed out of the location by Texas Towing. When asked why you would attempt such harsh terrain, you explained that you were attempting to find the Fair Oaks Officers. Because of your actions, your Patrol Unit #8476 sustained damages totaling \$4,063.99.

**The corrective action required:** In the future, you will comply with the Bexar County Sheriff's Office Manual of Policy and Procedure 5.35 Care of County Property and Equipment which states in part "All employees of the Sheriff's Office shall be responsible for the proper care, maintenance, and serviceable condition of any Bexar County property, either fixed or movable, which is issued for, or assigned to the employee's use." Be advised that repetition of the action (or lack of action) which resulted in this Agreed Order and Enactment of Suspension, may result in more serious disciplinary action, which may include dismissal from the Sheriff's Office.

On September 11, 2017 you were served with a Notice of Proposed Suspension for thirty (30) days, for the violations cited above. You requested a hearing, accordingly a grievance hearing was held on September 29, 2017 in my office.

*Flet 408 Jan 342*

**Present at the hearing were the following:**

Deputy Chief Roy Fletcher, Patrol Division  
 Deputy Steven Metcalf, Grievant  
 Robert Leonard, CLEAT Attorney

After hearing your case, I offered to reduce the Order of Suspension (30 days) to an Agreed Order and Enactment of Suspension Five (5) days. You have accepted the action therefore I am issuing this Agreed Order and Enactment of Suspension (5). Be advised that by agreeing to this reduced action you are also agreeing to waive further grievance and appeals procedures regarding this issue.

**Accordingly, you will SERVE your Suspension in accordance with the 8 hour working schedule, which is currently in effect. *Be advised that pursuant to Civil Service Rule 5.53, you may opt to forfeit leave up to a total of five (5) days, or the equivalent to forty hours, in one calendar year.* If you choose to forfeit your accumulated leave you must complete the specific information requested on the document titled Request to Forfeit Leave in Lieu of Suspension.**

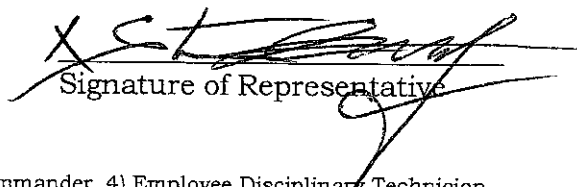
Oct 23, 24, 25, 26, 27, 2017			5	DAYS @ 8.0
MONTH	DAYS	YEAR	hours	each day.
			Total: 40 HOURS	

**I have read the above. I fully understand my rights of grievance and appeal in disciplinary issues as outlined under Civil Service Rules. I wish to waive further grievance and appeal procedures regarding this issue and agree to accept the Reduced Action as outlined above.**

Fletcher, R 408  
 Deputy Chief Roy Fletcher  
 Patrol Division

The foregoing document was sent via facsimile to Robert Leonard, CLEAT Attorney on October 6, 2017. Please acknowledge receipt of said document and return by fax to (210) 335-5083.

**Agreed and Accepted:**

  
 Signature of Representative

1) Original- Personnel File 2) Employee 3) Shift Commander 4) Employee Disciplinary Technician