



Bexar County Sheriff's Office
Javier Salazar, Sheriff



AGREED ORDER AND ENACTMENT OF SUSPENSION

EMPLOYEE: Corporal Robert North, Employee # [REDACTED] 1st Detail Annex
DATE: February 5, 2018

This is a reduced action ordered by Deputy Chief Laura M. Balditt, Adult Detention Bureau. 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 seven (7) day from the position of Detention Corporal, for violation of Chapter IX, Section 9.02 of the Rules of the Bexar County Sheriff's Civil Service Commission. The particular Civil Service Rules violated by you are as follows:

- B. Poor Attendance- Excessive absence and/or tardiness**
- F. Misuse of Leave Privileges**

In addition to the following violation of the BCSO Detention Manual of Policy and Procedure, paragraph:

300.11 Absence Reporting

The specific reasons for this action: A review of your attendance in the last ninety (90) days has revealed that you have called in sick on the following dates:

<u>Date</u>	<u>Day</u>	<u>Sick Balance</u>
October 12, 2017	Thursday	4.0 hours
October 13, 2017	Friday	0.0 hours
October 17, 2017	Tuesday	0.0 hours
October 18, 2017	Wednesday	0.0 hours
October 31, 2017	Tuesday	0.0 hours
November 7, 2017	Tuesday	0.0 hours
November 8, 2017	Wednesday	0.0 hours
November 21, 2017	Tuesday	0.0 hours
December 18, 2017	Monday	0.0 hours
December 19, 2017	Tuesday	0.0 hours
December 22, 2017	Friday	0.0 hours
December 25, 2017	Monday	0.0 hours
December 26, 2017	Tuesday	0.0 hours

According to the CHRIS time keeping system, you had zero (0) hours of available sick leave on ten of these thirteen absences. As a member of the Bexar County Sheriff's Office (BCSO) regular attendance is essential.

The corrective action required: In the future, you need to improve your attendance and make a concerted effort to report for duty when you are scheduled to work. You must comply with the BCSO Detention Policy and Procedure 300.11 Absence Reporting. Be advised that repetition of the action (or lack of action) which resulted in this NOPS, may result in future progressive disciplinary action, which may include dismissal from the Sheriff's Office. Be

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Corporal Robert North

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advised that repetition of the action (or lack of action) which resulted in this Agreed Order and Enactment (7 days) may result in future progressive disciplinary action, which may include dismissal from the Sheriff's Office.

On December 21, 2017 you were served with a Notice of Proposed Suspension for five (5) days, for the violations cited above. On January 23, 2018 you were served with a Notice of Proposed Suspension for ten (10) days, for the violations cited above. On January 23, 2018 you were served with a Notice of Proposed Suspension for fifteen (15) days, for the violations cited above. You requested a hearing, accordingly a grievance hearing was held on February 1, 2018.

Present at the hearing were the following:

Deputy Chief Laura M. Balditt, Adult Detention Bureau
Laura Martinez, HR Technician
Corporal Robert North, Grievant
Karl Brehm, CLEAT Attorney

After hearing your cases, I offered to reduce the Notices of Proposed Suspension (5, 10 and 15 days) to an Agreed Order and Enactment of Suspension seven (7) day. You have accepted the action therefore I am issuing this Agreed Order and Enactment of Suspension (7). 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.

February 19, 20, 21, 22, 23, 26, 27			Seven (7) DAYS @ 8.0 hours each day.
MONTH	DAYS	YEAR	
			Total: 56 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.

Chief Laura M. Balditt
Deputy Chief Laura M. Balditt
Adult Detention Bureau