

Officer Jacob M. Herrera, #0730  
San Antonio Police Department  
San Antonio, Texas

Fire Fighters' and Police Officers' Civil Service Commission  
111 Soledad, Suite 123  
San Antonio, Texas 78205

MAR 26 '19 10:50 AM  
CITY OF  
SAN ANTONIO, TX

Commissioners and Officer Jacob M. Herrera:

Under and by virtue of the authority vested in me by Title 5, Subtitle A, Chapter 143 of the Local Government Code, V.T.C.S., said chapter entitled "Municipal Civil Service", I do hereby suspend Officer Jacob M. Herrera from paid duty with the San Antonio Police Department for a period of one calendar day, commencing on April 12, 2019, and ending on April 12, 2019.

Officer Herrera has violated Subsection C of Rule XIII of the City of San Antonio Fire Fighters' and Police Officers' Civil Service Commission Rules, said rules having been adopted on February 23, 1998, and thereafter from time to time amended, by the Fire Fighters' and Police Officers' Civil Service Commission as the Civil Service Rules for the Fire and Police Departments of the City of San Antonio. The particular civil service rule violated by Officer Herrera and ground for suspension is as follows:

- (12) Violation of an applicable fire or police department rule or special order.

The Rules and Regulations of the San Antonio Police Department which Officer Herrera has violated are as follows:

**RULE 3.18 – CITY EQUIPMENT/PROPERTY (C) SAFE OPERATION OF VEHICLES:** City vehicles will be operated in a safe manner and in compliance with all traffic laws.

The factual basis for the instant disciplinary suspension is as follows:

On or about December 9, 2018, at approximately 10:13 p.m., while on duty and operating a city-owned vehicle at the intersection of W. Martin Street and S. Pecos Street, Officer Jacob M. Herrera negligently struck a vehicle.

The level of this suspension is based upon Officer Herrera's cumulative point total for this accident and other chargeable accidents within the twenty-four month period prior to this accident as per Procedure 303.17 of the San Antonio Police Department General Manual.

A copy of the instant disciplinary suspension order is being filed with the Fire Fighters' and Police Officers' Civil Service Commission.

  
\_\_\_\_\_  
WILLIAM P. MCMANUS, CHIEF OF POLICE  
SAN ANTONIO POLICE DEPARTMENT

MAR 22 2019  
\_\_\_\_\_  
DATE

LEGAL ADVISOR'S OFFICE

MAR 26 2019


SAN ANTONIO POLICE DEPARTMENT


I hereby acknowledge receipt of the original of the foregoing one-day suspension. I acknowledge having received notification that I have fifteen days from the date of receipt of this suspension during which to file a written appeal of this suspension with the Personnel Director of the City of San Antonio requesting either arbitration or the hearing of my appeal by the Fire Fighters' and Police Officers' Civil Service Commission. I acknowledge that I have been informed that if I appeal to a hearing examiner/arbitrator, I waive all rights to appeal to a district court except as provided by subsection 143.057(j) of the Texas Local Government Code. I also acknowledge that I have been informed that my right to appeal the decision of a hearing examiner/arbitrator to district court pursuant to section 143.057 of the Texas Local Government Code may have been modified by the provisions of article 28 of the Collective Bargaining Agreement by and between the City of San Antonio and the San Antonio Police Officers' Association.

 #730  
OFFICER JACOB M. HERRERA, #0730  
SAN ANTONIO POLICE DEPARTMENT

3-22-19      1953  
DATE                      TIME

WITNESSED BY:

      DATE: 3-22-19      TIME: 1953 hrs

 3365      DATE: 3-22-19      TIME: 1953 hrs

FILED on this the 26 day of March, 2019, with the Fire Fighters' and Police Officers' Civil Service Commission.

  
DIRECTOR, FIRE FIGHTERS' AND POLICE  
OFFICERS' CIVIL SERVICE COMMISSION

MAR26 '19 10:51AM

CITY OF

SAN ANTONIO TX


**CITY OF SAN ANTONIO  
NOTICE OF SUSPENSION**

**\*OFFICER MUST SIGN THIS FORM EVEN IF FORFEITING TIME\***

EMPLOYEE NAME: Officer Jacob M. Herrera, #0730

UNIT OF ASSIGNMENT: CPT

JOB CLASS NO. AND TITLE: 0600 Police

<u>SAP NUMBER</u>	<u>TRANS. DATE</u>			<u>BEGIN DATE</u>			<u>END DATE</u>		
	MO	DA	YR	MO	DA	YR	MO	DA	YR
	03	20	19	04	12	19	04	12	19

NARRATIVE REMARKS: One-Day Suspension

AUTHORITY: Written Order of the Chief of Police

MAR26 '19 10:51AM

CITY OF

 #730  
EMPLOYEE

3-22-19 SAN ANTONIO HR  
DATE

  
DEPARTMENT HEAD

MAR 22 2019  
DATE

LEGAL ADVISOR'S OFFICE  
MAR 26 2019  
SAN ANTONIO POLICE DEPARTMENT

# LEAVE FORFEITURE FOR SUSPENSION REQUEST

To: Chief of Police

From: JACOB HERRERA 730  
Officer's Name Badge Number

Date: 3-22-19

Copies to: Accounting, Budget and Personnel, Pension Board, File

TYPE OR PRINT ONLY - Use Ink

I, JACOB HERRERA #730, hereby agree to the 1 day actual  
Suspension will be served April 12, 2019 and request to forfeit leave time in lieu of  
serving the disciplinary suspension.

Type of leave forfeited:

- Vacation
- Compensatory Time
- Holiday
- Bonus Day

[Signature] #730  
Officer's Signature

3-22-19  
Date

MAR26 '19 10:51A  
CITY OF  
SAN ANTONIO HR

Request ~~Denied~~/Approved

[Signature]  
Chief of Police

03/20/19  
Date

The Chief of Police is not prohibited from denying this request.

LEGAL ADVISOR'S OFFICE

MAR 26 2019

SAN ANTONIO POLICE DEPARTMENT