

From: Kathryn Miller
Sent: Monday, October 9, 2023 10:45 AM
To: Chriselda Ramos
Subject: Grievance 10/9/2023
Attachments: Grievance 10.9.2023.docx

Please see attached Memo.

Thank you,



10/9/2023

10:25am

Memo: Grievance

On Friday (10/6/2023), [REDACTED] and [REDACTED] came in to see me regarding their work environment in Utilities – Water Distribution. [REDACTED] began by saying that they were experiencing an unprofessional work environment, and that one of the Crew Leaders Dusty was bringing a taser to work and tasing everyone. He said that Dusty and a few others (including [REDACTED] and [REDACTED] were being unprofessional this way, and daring others to do inappropriate things. They mentioned a dare to “go through someone’s backpack for \$50”. They also have brought firecrackers to work, and despite being told to put them away, set them off anyway.

I apologized that they were being treated that way. I asked [REDACTED] having noticed these were physical behaviors, whether he recalled anything verbal that might be of note. [REDACTED] informed me that Dusty and the others were often rude to the office team, particularly [REDACTED], and called them derogatory names behind their backs. He also said that Dusty and [REDACTED] didn’t listen to orders, cussed people out, and occasionally refused to do what they were told. Finally, [REDACTED] told me that they did not do regular maintenance on their vehicles, all the while keeping them filthy inside & out which made it difficult for others to use those vehicles. He mentioned that even though these things were brought to [REDACTED] repeatedly, nothing was ever done, just “swept under the rug”.

I informed them that I would be bringing this information to my manager Chrissy and my HR Director Mr. Hurst for further deliberation. I gave them my business card and told them to call me if they have any more questions, comments, or concerns. They thanked me for my time and left.

These are the facts as I recall them.

Kathryn Miller
HR Generalist
City of Odessa

From: Kevin Niles
Sent: Tuesday, October 10, 2023 8:20 AM
To: Chriselda Ramos
Subject: RE: Interviews

I have emailed this to the Operations Manager

Kevin W. Niles
Director of Utilities
City of Odessa
119 W 4th Street, 4th Floor
Odessa, Tx, 79760
Phone: (432) 335-4637
Email: kniles@odessa-tx.gov

From: Chriselda Ramos <cramos@odessa-tx.gov>
Sent: Tuesday, October 10, 2023 8:17 AM
To: Kevin Niles <kniles@odessa-tx.gov>
Subject: Interviews

Good Morning,
Can we reschedule [REDACTED] and Dusty Alford for 9:30 AM and 10:30 AM? I will also need to see [REDACTED] again at 11 AM.

From: [REDACTED]
Sent: Thursday, October 12, 2023 9:48 AM
To: Chriselda Ramos
Cc: Kevin Niles
Subject: Re: Human Resources

Will do, thank you.

Get Outlook for iOS

From: Chriselda Ramos <cramos@odessa-tx.gov>
Sent: Thursday, October 12, 2023 9:36:36 AM
To: [REDACTED]
Cc: Kevin Niles <kniles@odessa-tx.gov>
Subject: Human Resources

Hello [REDACTED]

I need you to return to the Human Resources department at your earliest convenience.

From: Kevin Niles
Sent: Monday, January 8, 2024 2:26 PM
To: Lisa Bejarano
Cc: Charles Hurst; Chriselda Ramos
Subject: Termination Dusty Alford
Attachments: Scanned from a Xerox Multifunction Printer.pdf

Attached is the Termination Paperwork for Dusty Alford.

Kevin W. Niles
Director of Utilities
City of Odessa
P.O. Box 4398
Odessa, Texas 79760
Phone: (432) 335-4637
Email: kniles@odessa-tx.gov

-----Original Message-----

From: noreply Printer <noreply_printer@odessa-tx.gov>
Sent: Monday, January 8, 2024 1:25 PM
To: Kevin Niles <kniles@odessa-tx.gov>
Subject: Scanned from a Xerox Multifunction Printer

Please open the attached document. It was sent to you using a Xerox multifunction printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: plaza 4th floor
Multifunction Printer Name: UT-Xerox-MP4

For more information on Xerox products and solutions, please visit
<http://www.xerox.com>

EMPLOYEE SIGNATURE

I acknowledge that the above counseling form has been discussed with me and agree with the report.

Dusty Hoff
EMPLOYEE SIGNATURE

1/5/24
DATE

[Signature]
SUPERVISOR SIGNATURE

1-8-24
DATE

[Signature] *1/8/2024*

I acknowledge that the above counseling form has been discussed with me. I disagree with the report, and I know I can refer to the City's policies and procedures manual to find out about my rights.

EMPLOYEE SIGNATURE

DATE

SUPERVISOR SIGNATURE

DATE

Distribution: Original to Human Resources
Copy to Employee and Supervisor