

# PERSONNEL ACTION FORM

PLEASE ENTER THE FOLLOWING CHANGE AS OF 4/4/2022

NAME JUAN G GUERRERO S.S. # \_\_\_\_\_

EMP #: 01-0899 BADGE# \_\_\_\_\_ D.O.B. \_\_\_\_\_

HIRE DATE: 3/1/2018 FROM \_\_\_\_\_

JOB TITLE	FUND	DEPARTMENT	RATE
CHIEF OF POLICE	GENERAL FUND	POLICE DEPARTMENT	\$56.95

**TO**

Total salary rate includes; Base pay, longevity, any differential pay, any certification pay, including education, assignment pay and licenses

JOB TITLE	FUND	DEPARTMENT	RATE
CHIEF OF POLICE	GENERAL FUND	POLICE DEPARTMENT	\$57.19

### REASON FOR CHANGE

- |   |  |
|---|--|
| <p>_____ HIRED</p> <p>_____ RE-HIRED</p> <p>_____ DEMOTION</p> <p>_____ PROMOTION</p> <p>_____ TRANSFER</p> <p>_____ MERIT INCREASE</p> | <p>_____ LONGEVITY</p> <p>_____ RE-EVALUATION OF JOB</p> <p>_____ RESIGNATION</p> <p>_____ RETIREMENT</p> <p>_____ LAYOFF</p> <p>_____ DISCHARGE</p> |
|---|--|

OTHER REASON OR EXPLANATION: Active suspension terminated at 8:00AM April 4, 2022

Education	TCLEOSE
PHD \$ -	Interim _____
Master's \$ -	Advance _____
Bachelor's \$ -	Master _____
Associate's \$ -	_____

**Assignment Pay**

Sargent	_____
Lieutenant	_____
Investigator	\$ -

WTP/WWTP	Other:
License A \$ -	Tx Reg Munc Clerk \$ -
License B \$ -	Tx Reg. Tax Assessor \$ -
License C \$ -	Cert. Code Entc Officer \$ -
License D \$ -	Cert Bldg Inspector \$ -
	St. Plumbing Inspector \$ -
	Cert. Animal Control \$ -
	Cert. Vector Control \$ -
	Comm Drivers Licenses \$ -

\_\_\_\_\_  
CITY MANAGER'S APPROVAL

\_\_\_\_\_  
DEPT. HEAD

\_\_\_\_\_  
FINANCE DEPT.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

PAYROLL \_\_\_\_\_ DEPT. COPY \_\_\_\_\_ EMPLOYEE FILE \_\_\_\_\_ PERSONNEL \_\_\_\_\_

# PERSONNEL ACTION FORM

PLEASE ENTER THE FOLLOWING CHANGE AS OF 3/25/2022

NAME JUAN G GUERRERO S.S. # \_\_\_\_\_

EMP #: 01-0899 BADGE# \_\_\_\_\_ D.O.B. \_\_\_\_\_

HIRE DATE: 3/1/2018 FROM \_\_\_\_\_

JOB TITLE	FUND	DEPARTMENT	RATE
CHIEF OF POLICE	GENERAL FUND	POLICE DEPARTMENT	\$56.95

**TO**

Total salary rate includes; Base pay, longevity, any differential pay, any certification pay, including education, assignment pay and licenses

JOB TITLE	FUND	DEPARTMENT	RATE
CHIEF OF POLICE	GENERAL FUND	POLICE DEPARTMENT	\$57.19

### REASON FOR CHANGE

- |   |  |
|---|--|
| <p>_____ HIRED</p> <p>_____ RE-HIRED</p> <p>_____ DEMOTION</p> <p>_____ PROMOTION</p> <p>_____ TRANSFER</p> <p>_____ MERIT INCREASE</p> | <p>_____ LONGEVITY</p> <p>_____ RE-EVALUATION OF JOB</p> <p>_____ RESIGNATION</p> <p>_____ RETIREMENT</p> <p>_____ LAYOFF</p> <p>_____ DISCHARGE</p> |
|---|--|

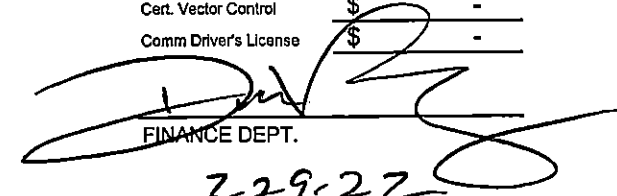
OTHER REASON OR EXPLANATION: Employee was placed under suspension with pay until further notice

Education	TCLEOSE
PHD \$ -	Interim _____
Master's \$ -	Advance _____
Bachelor's \$ -	Master _____
Associate's \$ -	_____
<b>Assignment Pay</b>	
	Sargent _____
	Lieutenant _____
	Investigator \$ -

WTP/WWTP	Other:
License A \$ -	Tx Reg Munc Clerk \$ -
License B \$ -	Tx Reg. Tax Assessor \$ -
License C \$ -	Cert. Code Enfc Officer \$ -
License D \$ -	Cert Bldg Inspector \$ -
	St. Plumbing Inspector \$ -
	Cert. Animal Control \$ -
	Cert. Vector Control \$ -
	Comm Driver's License \$ -

  
 \_\_\_\_\_  
 CITY MANAGER'S APPROVAL

~~\_\_\_\_\_~~  
 DEPT. HEAD

  
 \_\_\_\_\_  
 FINANCE DEPT.

DATE \_\_\_\_\_

DATE \_\_\_\_\_

DATE 3-29-22

PAYROLL \_\_\_\_\_ DEPT. COPY \_\_\_\_\_ EMPLOYEE FILE \_\_\_\_\_ PERSONNEL \_\_\_\_\_

*City of*  
**Donna**  
*The Heart of the Valley*

Gilbert Guerrero  
Chief of Police  
Donna, Texas 78537

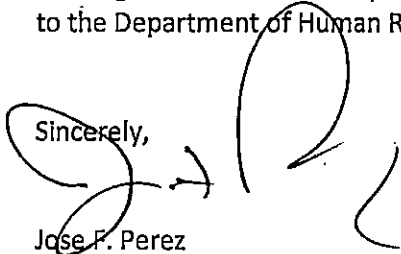
March 25, 2022

*Re: Notice of Suspension*

Chief Gilbert Guerrero:

This is to notify you that I am placing you under suspension and relieving you from all duties of the office of Chief of Police effective immediately. By virtue of your position with the city, you were a member of a committee formed to interview an applicant for the position of Assistant Chief in your Department. During the process, you conducted yourself in a manner that was wholly unbecoming of an officer and a department head, in violation of personnel policy. You will continue to be paid during the period of suspension until further notice pending further investigation. Please return your badge, service weapon, service vehicle, service keys, and office to the Department of Human Resources at City Hall without delay.

Sincerely,

  
Jose F. Perez  
Interim City Manager

CC: David Vasquez

cc: Robert Salinas City Attorney 