



City of El Paso  
Parks and Recreation Department  
Injury/Incident Report  
(NON-EMPLOYEE)



Complete this report immediately following any injury/incident and notify the immediate supervisor.  
Reports are due to the Parks and Recreation Administrative Office within 2 business days.

|                           |                                      |                |        |                                     |       |                          |              |
|---------------------------|--------------------------------------|----------------|--------|-------------------------------------|-------|--------------------------|--------------|
| Incident Date:            | 4/22/2025                            | Incident Time: | 9:30AM | <input checked="" type="checkbox"/> | AM    | <input type="checkbox"/> | PM           |
| Incident Location:        | Happiness senior center              |                |        |                                     |       |                          |              |
| Person(s) Involved:       | Marisela Muñoz/ Maria Elena Samiento |                |        |                                     |       |                          |              |
| Parent's Name (if minor): |                                      |                |        |                                     |       |                          |              |
| Street Address:           | 563 N Carolina                       |                |        |                                     |       |                          |              |
| City:                     | El Paso                              | State:         | TX     | Zip Code:                           | 79915 | Phone:                   | 915-212-0435 |

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| <b>Type of Injury/Incident (Continue on Page 2, if more space needed)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                               |                                        |                       |
| verbal disagreement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                               |                                        |                       |
| <b>Describe What Happened (Continue on Page 2, if more space needed)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                               |                                        |                       |
| On Tuesday April 22, 2025, Ms. Marisela Samiento came up to Mindy Neria and myself stating that she went to the storage to get a bag that Ms. Eiva asked for and she asked for permission to use the key. I told her was fine to get it. After getting the bag, Ms. Marisela came up to me stating that Ms. Maria Elena had followed her and questioned her in a rude manner asking what she was doing there and starting telling her stuff. I decided to called both into the office to talk about the situation among the two. Ms. Maria Elena stated that Marisela was being rude, that she asked a question to Marisela and she ignored her, and that she tends to lie about things and then she comes and say what is convenient for her since she is one of the favorites. Ms. Maria Elena told Ms. Marisela in front of Mindy and myself that she can't believe that she is such a liar when she calls herself a christian. Immediately after she started making those remarks, Mindy and myself stopped her and told her that we were not here to discuss religion, that is something everyone has the freedom to decide. |                               |                                        |                       |
| <b>Action Taken (Continue on Page 2, if more space needed)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |                                        |                       |
| Informed Supervisor Nicolas Valdez                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |                                        |                       |
| EMS Called?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes <input type="checkbox"/>  | No <input checked="" type="checkbox"/> | Transported to _____  |
| Police Called?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Yes <input type="checkbox"/>  | No <input checked="" type="checkbox"/> | PD Case No. _____     |
| <b>Witnesses</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                               | <b>Check One</b>                       |                       |
| Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Staff                         | Other                                  | Title (if applicable) |
| Mindy Neria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | X                             |                                        | Recreation Specialist |
| <b>Employee Completing Injury/Incident Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |                                        |                       |
| Employee Name (print)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Title                         | Signature                              | Date                  |
| Luvia Espinoza                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Recreation Program supervisor |                                        | 4/22/2025             |
| <b>Reviewed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                               |                                        |                       |
| Reviewer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Employee Name (print)         | Signature                              | Date                  |
| Site Supervisor/Coordinator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Nicolas Valdez                |                                        | 4/22/25               |
| Division Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Enrique Valadez               |                                        | 4/22/25               |
| Assistant Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | VACANT                        |                                        |                       |
| Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Pablo Caballero               |                                        | 4/22/25               |

Incident Report

**Type of Injury/Incident** (Continued from first page)**Describe What Happened** (Continued from first page)

I proceed to remind Ms. Maria Elena what was mentioned during the advisory board on Thursday April 24, which I mentioned that there is no favoritism on any one that everyone is the same, no one more or no one less. As well I stated that as mentioned before, that on the center must maintain a harmonius environment weather you all like each other or not. I stated to both that I do not want to hear a disrespectful behavior from each other anymore, we are here to enjoy the center and that's how it should be. I asked both that from now on leave any situations in the past and respect each other weather you like each other or not. Ms. Maria Elena kept bringing things from the past such as everyone has preference on her since she likes to show up on everything she does, that people notices that. Once again, I reminded her that there is no preference on anyone but if she has a concern, a question or anything that she would like to bring up she is more than welcome to come to either Mindy or myself for clarification. Ms. Maria Elena also stated that even when last time she asked Mindy a question on why the treasure was not in, she was mad because Mindy make eye contact only with her when the questioned was asked. Mindy responded that she was aknowledging both her and Ms. Elva and not just one person. After that, I told her that she is taking things personal and she shouldn't because like I mentioned before everyone is the same here and eveyone is treated equally with respect. To finalize I told both that from now on as mentioned before, all I'm asking for is respect with each other and to stop assuming things to just come over to either Mindy or my self to clarify anything they need. As soon as they step out the office, Ms. Maria Elena approached some of the ladies to let them know about the situation and to write a letter complaining against Marisela.

**Action Taken** (Continued from first page)