



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:	3/13/2025	Incident Time:	9:05AM	<input checked="" type="checkbox"/>	AM	<input type="checkbox"/>	PM
Incident Location:	Happiness senior center						
Person(s) Involved:	Marisela Muñoz/ Maria Elena Sarmiento						
Parent's Name (if minor):							
Street Address:	563 N Carolina						
City:	El Paso	State:	TX	Zip Code:	79915	Phone:	915-212-0435

<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 Thursday March 13, Marisela Muñoz approached Angel Juarez to speak with him about an incident. Ms. Muñoz made Angel Juarez aware of a situation that had just happened in between Ms. Maria Elena Sarmiento (president of the advisory board) and herself. Ms. Marisela stated that when she arrived this morning she brought some items for the advisory board and Mr. David Perez (treasure of board) told her was fine to take them to the back storage and since she was going to the storage if was possible for her to bring a package of cups for the coffee and to take the key, to which she said agreed. On her way back to give the cups, Ms. Mansela stated that Ms. Maria Elena questioned her on why was she in the back getting stuff. Ms. Maria Elena told her that she has no right to be going there only the council and that she could even steal a coke. Ms. Marisela stated that she felt upset to the fact that Ms. Maria Elena is accusing her of going to the back to steal and she discriminates her because other people and volunteers go to the storage to help and she can't. When Ms. Maria Elena realized that Ms. Marisela was in the			
<b>Action Taken (Continue on Page 2, if more space needed)</b>			
Informed Supervisor Enrique Valadez			
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)
Angel Juarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Recreation Program supervisor
<b>Employee Completing Injury/Incident Report</b>			
Employee Name (print)	Title	Signature	Date
Lluvia Espinoza	Recreation Program supervisor		3/13/2025
<b>Reviewed</b>			
Reviewer	Employee Name (print)	Signature	Date
Site Supervisor/Coordinator	Nicolas Valdez		3/13/25
Division Manager	Enrique Valadez		3/13/25
Assistant Director	VACANT		
Director	Pablo Caballero		3/13/25

Incident Report

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

office talking to Angel she approach the office right away. Ms. Maria Elena started saying that Angel had mentioned that only advisory board was allowed to go in the back storage and grab the key, so that means that Ms. Marisela has no reason to go back there. Angel responded " Ms. Maria Elena, that is correct but if the advisory board is given a volunteer the consent to go and bring items is completely fine, something is already happening with other volunteers". Ms. Maria Elena right away responded that it was not true that no one goes to the storage just Marisela tries and she just go and get the key. Angel Juarez told her was not true, because Mr. Paz, Ms. Rita, Ms. Vero and other volunteers do so, so what difference is that from them doing it and not Ms. Marisela. Ms. Maria Elena said was different because they are willing to help. Angel said, so you're telling me that what I said is true, they do help and volunteer, why can she do it?. Ms. Maria Elena started to get very anxious and frustrated about the situation. Ms. Marisela told Ms. Maria Elena that she just has a problem with her and that she even accused her of stealing. Ms. Maria Elena right away reacted and told her, " No pongas palabras en mi boca que yo no eh dicho aparte van por hielo siempre. Ms. Marisela replied that she went to the storage to drop the items she got and to get the cups Mr. David asked for, she had his consent for her to grab the items from the storage. Ms. Maria Elena started saying that it was not right that she was going to go grab her phone to start recording all of these because they are putting her in that spot. Angel made clear that the ice in the ice machine is not the advisory board, is the center's ice, and if anyone is wanting ice he will be more than happy to give them ice, now everyone just has the courtesy of asking the advisory board for ice but the ice belongs to the center. Ms. Maria Elena just left the office and went to the advisory concession stand, where she started instigating/gossiping with other ladies about the situation.

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