



# Summary Action Minutes

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

Wednesday, April 22, 2020, 4:00 P.M.

(Minutes Subject to Approval at May 6, 2020 Meeting)

The Civil Service Commission will hold its next meeting by Teleconference only, on  
Wednesday, May 6, 2020, at 4:00 p.m.

NO PHYSICAL LOCATION WILL BE AVAILABLE FOR TELECONFERENCE MEETINGS.  
THE PUBLIC MAY OBSERVE THE MEETING BY JOINING A LIVE WEBINAR POSTED ON  
THE CIVIL SERVICE COMMISSION WEBSITE AT:

<http://www.acgov.org/hrs/csc/calendar.htm>.

Commissioner Arlene Lum, President  
Commissioner Barbara Luna, Vice-President  
Commissioner Dan Chang  
Commissioner Ross Peterson

Joe Angelo, Secretary to  
Civil Service Commission  
Andrea Weddle, Chief Assistant County Counsel

#### I. CALLED TO ORDER

II. APPROVED THE MINUTES OF APRIL 8, 2020 AS MAILED. 4-0

III. PUBLIC COMMENTS: NONE

IV. APPROVED CONSENT MATTERS - Pages 3 - 5 4-0

#### V. COMMUNICATION(S)

From the Human Resource Services Staff regarding a revision of Civil Service Rule 1820,  
Duration of Probation Period

**STAFF RECOMMENDATION:** Adopt Rule Change – Approved 4-0

VI. APPEALS (Non-Disciplinary Matters) No Actions

#### VII. CLOSED SESSION

1. Public Employee pursuant to Government Code §54957:  
Job Code 1132, Eligibility Support Clerk, Social Services Agency 4-0
2. **Conference with Legal Counsel – Potential Litigation:** Significant exposure to  
litigation pursuant to Subdivision (B) of Government Code §54956.9

#### VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:

ITEM VII-1: The Commission voted unanimously to grant the request for an appeal. 4-0

**IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS: None**

**X. ADJOURNMENT 4-0**

#### **IV. CONSENT MATTERS - APPROVED**

##### **A. Reinstatement Request(s)**

1. Kara Anderson, Departmental Human Resources Officer Trainee, Health Care Services Agency
2. Robert Madison, Management Analyst, General Services Agency
3. Maria Araujo Medina, Financial Services Specialist II, Health Care Services Agency
4. Rodrigo Orduna, Assistant Deputy Director, CDA, Community Development Agency
5. TaNisha Young, Supervising Clerk II, Probation Department
6. May Fung, Program Specialist, Health Care Services Agency

##### **B. Examination Actions – for CSC Meeting of April 22, 2020**

###### **Promotional Assembled Examinations:**

Ordered on 4/13/20

1. Social Work Supervisor, LDF 5/14/20

###### **Open-Assembled Examinations:**

Ordered on 3/30/20

2. Maintenance & Construction Supervisor, Zone 7, LDF 4/24/20

Ordered on 3/31/20

3. Senior Therapist, LDF 4/24/20

Ordered on 4/3/20

4. Program Specialist (Registered Dietitian and Certified Diabetes Educator), LDF 4/27/20

Ordered on 4/6/20

5. Associate Civil Engineer/Professional Geologist, Zone 7, LDF 4/30/20

Ordered on 4/9/20

6. Assistant Chief Probation Officer, LDF 5/4/20

Ordered on 4/10/20

7. Deputy Chief Probation Officer, LDF 5/4/20

Ordered on 4/10/20

8. Safety Officer, LDF 5/4/20

Ordered on 4/15/20

9. Labor Relations Analyst II, LDF 5/15/20

Ordered on 4/17/20

10. Fire Department Mechanic II, LDF 5/11/20

#### **IV. CONSENT MATTERS - APPROVED**

##### **B. Examination Actions – for CSC Meeting of April 22, 2020**

##### **Continuous Examinations:**

Reopened on 3/27/20

11. Deputy Sheriff's Recruit, LDF 4/28/20

Reopened on 4/6/20

12. Deputy Sherriff I (POST Graduate), LDF 5/1/20

Reopened on 4/6/20

13. Deputy Sherriff II (Lateral), LDF 5/1/20

##### **Extended the Eligible List**

1. Lead Call Center Representative, DCSS (Promotional), #17-1155-01, Termination on 8/25/20
2. Designated the Registered Nurse II (PHN Option), #19-5305-01, as an alternate list for Registered Nurse II (5305)
3. Designated the Specialist Clerk II, #19-1129-01, as an alternate list for Specialist Clerk I (Spanish Speaking) (1128)
4. Designated the Financial Services Director, HCSA, #20-0225-01, as an alternate list for Financial Service Director, SSA (6075)

##### **B. Examination Actions – for CSC Meeting of April 22, 2020**

##### **Miscellaneous:**

1. Extended the last day for filing for Deputy Public Defender, exam #20-3125-01 from 03/30/20 to 04/13/20
2. Extended the last day for filing for Sustainability Project Manager (Sustainable Transportation Program), exam #20-0176-01, from 3/30/20 to 4/30/20
3. Extended the last day for filing for Library Assistant Manager, exam #19-4203-01 from 3/30/20 to 5/1/20
4. Extended the last day for filing for Hazardous Materials Specialist (Certified Unified Program Agency (CUPA) Specialty), exam #20-5650-01 from 4/10/20 to 5/4/20
5. Extended the last day for filing for Employment Specialist II, Behavioral Health Care Services, exam #19-6782-01 from 4/6/20 to 5/4/20
6. Extended the last day for filing for Juvenile Institutional Officer Associate, exam #19-6214-01 from 4/9/20 to 5/11/20
7. Extended the last day for filing for Financial Services Specialist I, exam #20-0213-01 from 4/13/20 to 5/11/20

**IV. CONSENT MATTERS - APPROVED**

**B. Examination Actions – for CSC Meeting of April 22, 2020**

**Miscellaneous:**

8. Extended the last day for filing for Procurement and Contract Supervisor, Zone 7, exam #20-4956-01 from 4/17/20 to 5/15/20
9. Extended the last day for filing for Maintenance and Construction Supervisor, Zone 7, exam #20-4998-01 from 4/24/20 to 5/22/20
10. Canceled the Assistant County Counsel, exam #20-3245-01, effective 3/16/20

**C. Eligible Lists**

**Created, Approved and Ordered promulgated:**

1. Human Resources and Risk Management Analyst, HARD, #20-9999-08
2. Deputy Probation Officer II, #19-6110-01
3. Bridge and Pump Supervisor, exam #19-9521-01

**D. Classification Recommendations - Approved**

Department:	Re:
Fire Department	<ol style="list-style-type: none"> <li>1. Allocate six additional positions of 8191, Fire Department Retired Annuitant (20-35010)</li> <li>2. Allocate six additional positions of 8192, Fire Department Retired Annuitant Safety (20-35011)</li> </ol>
Health Care Services Agency ERROR. REMOVED BY HRS. DEPT.	<ol style="list-style-type: none"> <li>3. <del>Allocate one additional position of 8604, Deputy Sheriff II (20-34272).</del></li> </ol>
Sheriff's Office	<ol style="list-style-type: none"> <li>4. Allocate one additional position of 8617, Sergeant (20-34271).</li> <li>5. Allocate one additional position of 8604, Deputy Sheriff II (20-34272).</li> </ol>

**E. Specialty Designations – Approved**

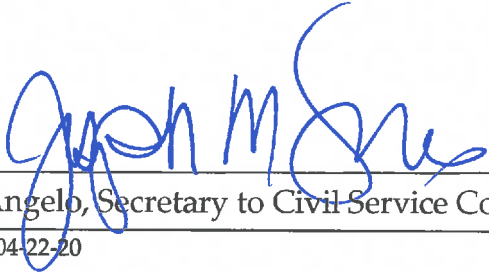
Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> <li>1. Allocate the specialty designation for positions #350500, job code 6505/6510, Behavioral Health Clinician I/II, (Spanish Speaking and Male Only Specialty), effective 5/3/20.</li> <li>2. Remove the specialty designation for one position #350500, job code 0305, Program Specialist, (Behavioral Health Managed Care Specialty), effective 5/3/20.</li> </ol>

**F. Classification Specifications - None**

**IV. CONSENT MATTERS - APPROVED**

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "Joe Angelo", is written over a horizontal line.

Joe Angelo, Secretary to Civil Service Commission

Csa 04-22-20