



AGENDA ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY, SEPTEMBER 23, 2020, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20, ISSUED ON MARCH 17, 2020, THIS MEETING WILL BE HELD BY TELECONFERENCE ONLY. NO PHYSICAL LOCATION WILL BE AVAILABLE FOR TELECONFERENCE MEETINGS. YOU MAY OBSERVE THE MEETING BY JOINING THE LIVE STREAMING AT <https://zoom.us/j/95262555320>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO Nina.Hinton3@acgov.org PRIOR TO THE BEGINNING OF THE MEETING. SPOKEN PUBLIC COMMENT WILL BE ACCEPTED THROUGH THE TELECONFERENCING MEETING. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND BROWN ACT, THOSE REQUIRING ACCOMODATIONS FOR THE MEETING SHOULD NOTIFY THE COMMISSION SECRETARY AT (510) 272-6435 OR Nina.Hinton3@acgov.org AT LEAST 24 HOURS PRIOR TO THE MEETING. TELECONFERENCING GUIDELINES: MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCING GUIDELINES POSTED ON-LINE 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. CALL TO ORDER

II. APPROVE THE MINUTES OF SEPTEMBER 9, 2020 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 3 - 5

V. COMMUNICATION(S):

VI. APPEALS (Non-Disciplinary Matters)

VII. CLOSED SESSION

1. 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:	
IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:	
X. ADJOURNMENT	

IV. CONSENT MATTERS	
A. Hearing Calendar	
1. Correspondence from Peter D. Lewicki, Attorney with Mastagni Holstedt, requesting an appeal hearing for Case No. 2020-04. Set for hearing.	
B. Reinstatement Request(s)	None
C. Voluntary Demotions	None
D. Comparable Transfer(s)	
1. Stephen Chen, Physician V to ALL IN Physician, County Administrator's Office.	
E. Examination Actions – for CSC Meeting of September 23, 2020	
Open-Assembled Examinations	
Order on 08/31/20	1. Technical Services Director, LDF 09/24/20.
Order on 08/31/20	2. Child Support Attorney III, LDF 09/24/20.
Order on 9/8/20	3. Agricultural and Standards Technician, LDF 10/2/20.
Order on 8/14/20	4. Sheriff's Technician, LDF 9/9/20.
Open Continuous Examinations	
Open on 9/10/20	5. Pediatric Physical Therapist, Health Care Services Agency, LDF continuous.
Re-Open Continuous Examinations	
Re-open on 8/28/20	6. Deputy Sheriff's Recruit, LDF 9/22/20.
Re-open on 9/8/20	7. Deputy Sheriff I (POST Academy Graduate), LDF 10/2/20.
Re-open on 9/8/20	8. Deputy Sheriff II (Lateral), LDF 10/2/20.
Reinstate Eligible List	
	9. Unit Supervisor, Probation, Exam #18-6122-01, Terminate on 10/31/20.
	10. Supervising Accountant, Exam #18-0140-01, Terminate on 3/1/21.
	11. Transportation & Supply Coordinator, Zone 7, Exam #19-4985-01, Terminate on 12/4/20.
	12. Accounting Specialist II, Exam #18-1316-02, Terminate on 10/16/20.

IV. CONSENT MATTERS	
Extend Eligible Lists	
	13. Janitor, Floor Specialist, Exam # 19-7411-01, Terminate on 1/1/21.
Order Eligible List Designated Alternative List	
	14. Designate the Maintenance and Construction Worker, #19-9152-01 , as an alternate list for Laborer .
Miscellaneous	
	15. Extend the last day for filing for examination #20-1242-01, Civil Legal Secretary, from 09/11/20 to 10/12/20.
	16. Cancel examination #20-2070-01, Supervising Environmental Compliance Specialist.
F. Eligible Lists	
Create Approve and Order Promulgated:	
<ol style="list-style-type: none"> 1. Supervising Eligibility Technician (Promotional), Exam #19-1473-01. 2. Financial Services Specialist I, Exam #20-0213-01. 3. Instrument Technician II, Zone 7, Exam #20-4994-01. 4. Division Director, SSA (Promotional) #20-6050-01. 5. Workforce Education and Training Manager, HCSA (Promotional), Exam #20-5098-01. 6. Senior Registered Environmental Health Specialist, (Promotional), Exam #20-5667-01. 7. Senior Rehabilitation Counselor, Exam #20-6641-01. 	
G. Classification Recommendations	
Department:	Regarding:
Health Care Services Agency	1. Reallocate one position of 0305 - Program Specialist, to 5777 - Epidemiologist III (20-34560).
Social Services Agency	2. Reallocate one position of 1573 - Eligibility Services Technician IV, to 0465 - Chief Departmental Human Resources Administrator (21-35662).
Zone 7	3. Reallocate one position of 4906 - Employee Services Manager, Zone 7, to 4919 - Human Resources Manager, Zone 7 (21-35541).
H. Specialty Designations - None	
Department:	Regarding:

IV. CONSENT MATTERS	
I. <u>Classification Specifications</u>	
SEIU 1021	<ol style="list-style-type: none">1. Adopt the revised classification specification of job code 2122 - Engineering CAD/D Technician I.2. Adopt the revised classification specification of job code 2123 - Engineering CAD/D Technician II.3. Adopt the revised classification specification of job code 2124 - Engineering CAD/D Technician III.
Unrepresented Fire Clerical	<ol style="list-style-type: none">4. Adopt the revised classification specification of job code 8160 - Fire Department Account Clerk.
Unrepresented Management	<ol style="list-style-type: none">5. Recommend the Board of Supervisors establish the classification of 0916 – Deputy Director of Detention Facilities Operations, and adopt the classification specification.