



# Agenda

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

WEDNESDAY JANUARY 27, 2021, 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/91556501260>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO [Nina.Hinton3@acgov.org](mailto: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](mailto: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

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| I. CALL TO ORDER  |  |
| II. APPROVE THE MINUTES OF JANUARY 13, 2021 AS MAILED.  |  |
| III. PUBLIC COMMENTS:   |  |
| IV. APPROVE CONSENT MATTERS - Pages 3 - 5   |  |
| V. COMMUNICATION(S):<br>The Human Resource Services Department under Civil Service Rule #1256 requesting a waiver of minimum qualifications for Physician IV, exam #20-5141-01.<br><b>STAFF RECOMMENDATION:</b> Grant Request |  |
| VI. APPEALS (Non-Disciplinary Matters)  |  |
| VII. CLOSED SESSION<br>1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:  |  |

2. <b>Conference with Legal Counsel - Potential Litigation:</b> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	
<b>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b>	
<b>IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:</b>	
<b>X. ADJOURNMENT</b>	

<b>IV. CONSENT MATTERS -</b>	
<b>A. <u>Hearing Calendar</u> -</b>	<b>None</b>
<b>B. <u>Reinstatement Request(s)</u></b>	
<ol style="list-style-type: none"> <li>1. Marlisa Davis, Adult Protective Services Worker II, Social Services Agency.</li> <li>2. Ellen Dektar, Senior Management Analyst, Social Services Agency.</li> <li>3. Nicole Myers, Eligibility Services Technician III, Social Services Agency.</li> <li>4. Angela Cabrera Palacios, Program Specialist, Social Services Agency.</li> <li>5. Quan Le Thai, Benefits Accountant, Human Resource Services.</li> <li>6. Tony Ung, Specialist Clerk I, Social Services Agency.</li> <li>7. Yanni Zeng, Accounting Specialist II, Public Works Agency.</li> </ol>	
<b>C. <u>Voluntary Demotions</u></b>	
<ol style="list-style-type: none"> <li>1. Jose Chacon, Gardener II, GSA to Building Maintenance Laborer, General Services Agency.</li> </ol>	
<b>D. <u>Comparable Transfer(s)</u> -</b>	<b>None</b>
<b>E. <u>Examination Actions – for CSC Meeting of January 27, 2021</u></b>	
<b><u>Promotional Assembled Examinations</u></b>	
Open on 1/11/21	1. Associate Deputy Public Defender, LDF 2/8/21.
<b><u>Open-Assembled Examinations</u></b>	
Order on 1/13/21	2. Senior Supervising Auditor, LDF 2/8/21.
Order on 1/7/21	3. Senior Emergency Services Coordinator, LDF 2/2/21.
Order on 1/8/21	4. Administrative Services Officer, LDF 2/2/21.
<b><u>Promotional Continuous Examinations</u></b>	
Order on 1/4/21	5. Fire Engineer, LDF, 2/4/21.
<b><u>Reinstate Eligible Lists</u></b>	
	6. Departmental Human Resource Officer, Exam #19-0460-01, Terminate on 4/13/21.
<b><u>Extend Eligible Lists</u></b>	
	7. Staff Development Specialist, Exam # 19-6796-01, Terminate on 7/29/21.
	8. Accounting Specialist I, Exam # 18-1314-01, Terminate on 4/29/21.

<b>IV. CONSENT MATTERS -</b>	
	9. Stationary Engineer, Public Works Agency, Exam #19-9671-01, Terminate on 8/21/21.
	10. Senior Financial Services Specialist, Exam #19-0215-01, Terminate on 5/26/21.
<b>Miscellaneous</b>	
	11. Extend the last day of filing for Sergeant (Promotional), #20-8617-01, from 1/5/21 to 1/8/21.
	12. Extend the last day of filing for Program Specialist (Registered Dietitian & Certified Diabetes Educator, Spanish Speaking), #20-0305-03, from 12/31/20 to 2/1/21.
	13. Extend the last day of filing for Bridge and Pump Supervisor, #20-9521-01, from 1/11/21 to 1/25/21.
<b>F. <u>Eligible Lists</u></b>	
<b>Create Approve and Order Promulgated:</b>	
<ol style="list-style-type: none"> <li>1. Departmental Facilities Manager, Exam #20-0223-02.</li> <li>2. Fire Dispatcher Trainee, Exam #20-8209-01.</li> <li>3. Senior Hazardous Materials Specialist (LOP), Exam #20-5655-02.</li> </ol>	
<b>G. <u>Classification Recommendations</u></b>	
<b>Department:</b>	<b>Regarding:</b>
Community Development Agency	<ol style="list-style-type: none"> <li>1. Reallocate one position of 1220, Secretary II, to 1215, Secretary I (21-36286).</li> <li>2. Reallocate one position of 2996, Healthy Homes Community Development Specialist III, to 0325, Community Relations Coordinator (21-36310).</li> </ol>
HCSA	<ol style="list-style-type: none"> <li>3. Reallocate one position of 0315, Health Care Program Administrator II, MCAH Option, to 5325, Registered Nurse V (19-33211).</li> <li>4. Reallocate one position of 0138, Senior Accountant, to 0215, Senior Financial Services Specialist (21-35950).</li> <li>5. Reallocate one position of 6646, Senior Clinical Case Manager, Center For Healthy Schools And Communities, to 6525, Behavioral Health Clinical Supervisor (21-36280)</li> <li>6. Reallocate one position of 5797N, Health Services Consultant SAN, to 0219P, Administrative Specialist II, Project (21-36307).</li> </ol>

<b>IV. CONSENT MATTERS -</b>	
	7. Reallocate one position of 1215P, Secretary I Project, to 0219P, Administrative Specialist II Project (21-36308).
Human Resource Services	8. Reallocate <b>30</b> positions of 1293N, Administrative Support I, (SAN) TAP, to 0611N, Professional Technical Specialist II SAN TAP (21-36403).
Public Works Agency	9. Reallocate one position of 2068, Assistant Environmental Compliance Specialist, to 9672, Accounting Supervisor, PWA (21-36353).
<b>H. <u>Specialty Designations</u></b>	
Health Care Services Agency	<ol style="list-style-type: none"> <li>1. Approve specialty designation for position #403387, job code 0305, Program Specialist, <b>(Behavioral Health Managed Care Option)</b>, effective 2/7/21.</li> <li>2. Remove specialty designation for position #310919, job code 0320, Public Information Specialist, <b>(Behavioral Health Managed Care Option)</b>, effective 2/7/21.</li> </ol>
<b>I. <u>Classification Specifications</u></b>	
ACMEA –General Management	1. Adopt the revised classification specification for job code 0140 - Supervising Accountant.
SEIU 1021	<ol style="list-style-type: none"> <li>2. Revise and retitle job code 5644 - Pharmacist, Behavioral Health Care Services, to job code 5644 - Pharmacist, Alameda County Behavioral Health, and adopt the classification specification.</li> <li>3. Revise and retitle job code 5645 - Senior Pharmacist, Behavioral Health Care Services, to job code 5645 - Senior Clinical Pharmacist, Alameda County Behavioral Health, and adopt the classification specification.</li> </ol>