



# Summary Action Minutes

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

WEDNESDAY MAY 5, 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/98640624504>. 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 TELECONFERENCE MEETING. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND THE BROWN ACT, THOSE REQUIRING ACCOMMODATIONS 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. TELECONFERENCE GUIDELINES: MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCE 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. CALLED TO ORDER**

**II. APPROVED THE MINUTES OF APRIL 21, 2021 AS MAILED.**

4-0

**III. PUBLIC COMMENTS:** Regarding Agenda Item VII.1:

1. Will M. Yamada of Tribuiano & Yamada, Attorney for the appellant, spoke on behalf of his client, and referenced Civil Service Rules 1488 and 2104b in regard to employees being given opportunity to return to work when they are fit for duty.
2. Tivonna Stern, Deputy County Counsel spoke on behalf of the Alameda County Probation Department, and referenced the evidence presented within the various written documents, in addition to the Report and Recommendation of the Administrative Law Judge.

[NOTE: Chief Assistant County Counsel, Andrea Weddle advised that per the Ralph M. Brown Act, individuals are allowed to speak during Public Comment. However, concerning disciplinary matters, Civil Service Commission Rule 2118 provides that deliberations be based upon the Hearing Officers Report and any written arguments of the parties. Therefore, arguments presented during Public Comment will be weighed accordingly during deliberations, as they are additional information presented outside of the written arguments.]

<b>IV. APPROVED CONSENT MATTERS - Pages 3 - 6</b>	<b>4-0</b>
<b>V. COMMUNICATION(S):</b>	<b>None</b>
<b>VI. APPEALS (Non-Disciplinary Matters)</b>	<b>None</b>
<b>VII. CLOSED SESSION</b>	
<b>1. REPORT AND RECOMMENDATION(S):</b> Public Employee Discipline/Dismissal/Release – Case No. 2020-01- OAH No. 2020080645 (Probation).	<b>4-0</b>
<b>2. Public Employment pursuant to Government Code §54957: Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:</b>	<b>None</b>
<b>3. <u>Conference with Legal Counsel - Existing Litigation:</u></b>	<b>None</b>
<b>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b>  <b>Regarding Item VII.1., by unanimous vote, the Civil Service Commission voted to adopt the Findings of Fact and Conclusions of Law and to affirm the recommendation of the Administrative Law Judge to uphold the discipline.</b>	<b>4-0</b>
<b>IX. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</b>	<b>None</b>
<b>X. ADJOURNMENT</b>	<b>4-0</b>

<b>IV. CONSENT MATTERS - APPROVED</b>	
<b>A. <u>Hearing Calendar</u> -</b>	<b>None</b>
<b>B. <u>Reinstatement Request(s)</u> -</b>	<b>None</b>
<b>C. <u>Voluntary Demotions</u> -</b>	<b>None</b>
<b>D. <u>Comparable Transfer(s)</u> -</b>	<b>None</b>
<b>E. <u>Transfer CSC (Rule 1732)</u> -</b>	<b>None</b>
<b>F. <u>Examination Actions</u> – for CSC Meeting of May 5, 2021</b>	
<b>Promotional-Assembled Examinations</b>	
Ordered on 4/19/21	1. Division Commander, LDF 5/14/21.
<b>Open-Assembled Examinations</b>	
Ordered on 4/15/21	2. Deferred Compensation Technician, LDF 5/10/21.
Ordered on 4/19/21	3. Junior Engineer, LDF 5/13/21.
Ordered on 4/19/21	4. Employee Benefits Technician I, LDF 5/14/21.
Ordered on 4/23/21	5. Deputy Public Defender, LDF 5/17/21.
Ordered on 4/23/21	6. Facilities Manager, LDF 5/18/21.
<b>Re-Open Continuous Examinations</b>	
Ordered on 4/23/21	7. Associate Civil Engineer, LDF 6/9/21.
Ordered on 4/23/21	8. Assistant Engineer, LDF 6/9/21.
<b>Reinstate Eligible Lists</b>	
	9. Agricultural and Standards Aide SAN, Exam #19-8202N-01, Terminate on 4/15/22.
	10. Management Analyst, Exam #19-0206-01, Terminate on 7/16/21.
<b>Miscellaneous</b>	
	11. Extended the last day for filing for Registered Nurse IV (PHN Option), Exam #19-5320-01, from 11/16/20 to 5/21/21.
	12. Extended the last day for filing for Fund Development and Grant Specialist, Exam #21-0310-01 from 4/23/21 to 5/7/21.

<b>IV. CONSENT MATTERS - APPROVED</b>	
	13. Extended the last day for filing for Survey Technician III, Exam #21-2147-01, from 4/26/21 to 5/10/21.
	14. Canceled Forensic Pathologist, Exam #21-5151-01, effective 3/17/21.
<b>G. Eligible Lists</b>	
<b>Created Approved and Ordered Promulgated:</b>	
<ol style="list-style-type: none"> <li>1. Assistant Deputy Director, Community Development Agency, Housing and Community Development Option, Exam # 21-2953-01.</li> <li>2. Fire Dispatch Supervisor, Exam # 21-8210-01.</li> <li>3. Policy Director, Exam #21-6047-01.</li> <li>4. Rehabilitation Counselor II (Vocational Services Specialty), Exam #20-6640-01.</li> <li>5. Senior Supervising Auditor, Exam # 21-0150-01.</li> <li>6. Stationary Engineer, Public Works Agency, Exam #20-9671-01.</li> </ol>	
<b>H. Classification Recommendations</b>	
<b>Department:</b>	<b>Regarding:</b>
Assessor	<ol style="list-style-type: none"> <li>1. Reallocate one position of 1296N - Clerk Intermittent I SAN, to 2720 - Supervising Auditor-Appraiser II (21-36604).</li> <li>2. Reallocate <b>three</b> positions of 1120 - Clerk II, to 1091 - Retired Annuitant II (21-36807).</li> </ol>
Health Care Services Agency	<ol style="list-style-type: none"> <li>3. Reallocate one position of 5770 P - Public Health Investigator Project, to 5770 - Public Health Investigator (21-36420).</li> <li>4. Reallocate one position of 0305 P - Program Specialist Project (<b>Communicable Disease</b>), to 0305 - Program Specialist (<b>Communicable Disease</b>) (21-36421).</li> <li>5. Reallocate one position of 1310 - Account Clerk II, to 1314 - Accounting Specialist I (21-36667).</li> <li>6. Reallocate one position of 6186 P - Court Appointed Special Advocates (CASA) Volunteer Program Assistant, Project, to 0315 P - Health Care Program Administrator II, Project (21-36669).</li> <li>7. Reallocate one position of 5139N - Physician III N (<b>Quality Improvement Specialty</b>), to 5141 P - Physician IV Project (21- 36701).</li> <li>8. Reallocate one position of 5400N - Student Professional Worker N, to 0308 P - Supervising Program Specialist Project (21-36702).</li> </ol>

	<p>9. Reallocate one position of 5400N - Student Professional Worker N, to 0219 P - Administrative Specialist II Project (21- 36703).</p> <p>10. Reallocate one position of 0214 - Financial Services Specialist II, to 0214 P - Financial Services Specialist II Project (21-36771).</p> <p>11. Reallocate one position of 6415 - Medical Social Worker II (<b>MCAH Option</b>), to 0305 - Program Specialist (21-36782).</p> <p>12. Reallocate one position of 6701 - Community Outreach Worker II, to 0305 - Program Specialist (21-36783).</p> <p>13. Reallocate one position of 5305 - Registered Nurse II (<b>PHN</b>), to 0308 - Supervising Program Specialist (21-36786).</p> <p>14. Reallocate one position of 5797N - Health Services Consultant SAN, to 5778 P - Supervising Epidemiologist Project (21-36787).</p> <p>15. Reallocate one position of 5139N - Physician III N (<b>Spanish Speaking</b>), to 0206 P - Management Analyst Project (21-36788).</p> <p>16. Reallocate one position of 0419 - Information Systems Analyst, to 0305 - Program Specialist (21-36789).</p>
Human Resource Services	<p>17. Reallocate <b>three</b> positions of 1293N - Administrative Support I, (SAN) TAP, to 1095 - Program Worker, SEIU Represented (21-36791).</p>
Probation	<p>18. Reallocate one position of 6115 P - Deputy Probation Officer III Project, to 6115 - Deputy Probation Officer III (21-36734).</p> <p>19. Reallocate one position of 6115 - Deputy Probation Officer III, to 6115 P - Deputy Probation Officer III Project (21-36806).</p>
Sheriff's Office	<p>20. Allocate <b>fifteen</b> additional positions of 8601 P - Deputy Sheriff's Recruit Project (21-36685).</p>
<p><b><u>I. Specialty Designations</u></b></p>	
Health Care Services Agency	<p>1. Remove specialty designation for position #310579, job code 6492 - Mental Health Specialist III (<b>Vocational Services Specialty</b>), effective 5/16/21.</p> <p>2. Remove specialty designation for position #401665, job code 0307 - Senior Program Specialist (<b>Youth Development</b>), effective 5/15/21.</p> <p>3. Approve specialty designation for position #401665, job code 0307 - Senior Program Specialist (<b>School Health Svcs Specialty</b>), effective 5/16/21.</p>

	<ol style="list-style-type: none"> <li>4. Approve specialty designation for position #310656, job code 5094 - Division Director, Behavioral Health Care Services (<b>Skilled Med Prof/Mental Health</b>), effective 5/16/21.</li> <li>5. Remove specialty designation for position #312585, job code 5305 - Registered Nurse II, (<b>PHN</b>), effective 5/15/21.</li> <li>6. Approve specialty designation for position #312585, job code 5305 - Registered Nurse II, (<b>PHN/Pediatric/Spanish</b>), effective 5/16/21.</li> </ol>
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**J. Classification Specifications**

IFPTE, Local 21 Civil Engineers Management Unit ("CEMU")	1. Adopt the revised classification specification of job code 2070 – Supervising Environmental Compliance Specialist.
SEIU 1021	<ol style="list-style-type: none"> <li>2. Adopt the revised classification specification of job code 1798 – Technical Support Specialist I.</li> <li>3. Adopt the revised classification specification of job code 1799 – Technical Support Specialist II.</li> <li>4. Adopt the revised classification specification of job code 6700/6701 – Community Outreach Worker I/II.</li> </ol>
Unrepresented Management	5. Adopt the revised classification specification of job code 5151 – Forensic Pathologist.

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

DocuSigned by:



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JOE ANGELO, Secretary to Civil Service Commission