



# Agenda

## ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY November 17, 2021, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

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://us06web.zoom.us/j/82062613525>. 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 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. 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 Ross Peterson

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

**I. CALL TO ORDER**

**II. REMOTE MEETINGS (AB 361):**  
 Civil Service Commission to Receive Staff Report Regarding AB 361 and Adopt Findings for Continued Teleconference Meetings

**III. APPROVE THE MINUTES OF November 3, 2021, AS MAILED.**

**IV. PUBLIC COMMENTS:**

**V. APPROVED CONSENT MATTERS - Pages 3 - 5**

**VI. COMMUNICATION(S):**  
 Oral Presentation by Human Resource Services Staff, as directed by the Civil Service Commission on November 3, 2021, regarding follow-up with minimum qualification appellants related to the reclassification process

**VII. APPEALS (Non-Disciplinary Matters)**

**VIII. CLOSED SESSION**

**1. REPORT AND RECOMMENDATION(S): Public Employee**  
 Discipline/Dismissal/Release – Case No. 2020-07 - OAH 2021020821  
 (Public Works Agency).

**IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:**

<b>X. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:</b>	
<b>XI. 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. Kimberly Gasaway, Chief Deputy, Admin GSA, General Services Agency.</li> <li>2. Catherin Onyejekwe – Program Specialist – Social Services Agency.</li> <li>3. Carol Mahoney, Government Relations Manager, Zone 7.</li> </ol>	
<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 – for CSC Meeting of November 17, 2021</u></b>		
<b>Promotional-Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
11/2/21	1. Senior Vector Control Biologist	11/29/21
11/3/21	2. Human Resources Manager, Zone 7	11/29/21
<b>Open-Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
10/22/21	3. Administrative Associate, County Administrator’s Office	11/15/21
10/25/21	4. Construction Maintenance Laborer, Zone 7	11/18/21
10/25/21	5. Criminalist I	11/19/21
11/2/21	6. Assistant Director Forensic, Diversion, & Reentry System of Care	11/29/21
11/2/21	7. Hazardous Materials Specialist (Local Oversight Program)	11/29/21
11/3/21	8. Clerk-Recorder's Supervisor I	11/29/21
11/3/21	9. Clerk-Recorder's Supervisor II	11/29/21
11/3/21	10. Training and System Specialist	12/2/21
11/4/21	11. Division Director (Skilled Med Prof/Mental Health)	11/30/21
11/5/21	12. Collection Enforcement Deputy I	12/2/21
11/30/21	13. Senior Billing Technician	12/29/21

<b>IV. CONSENT MATTERS -</b>		
<b>Re-Open Continuous Examinations</b>		
<b>RE-OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
11/2/21	14. Rehabilitation Counselor II (Vocational Services Specialty)	11/29/21
11/1/21	15. Supervisor, Buildings and Plant Maintenance	11/18/21
<b>Reinstate Eligible Lists</b>		
<b>Title</b>	<b>Examination Number</b>	<b>Terminate On</b>
16. Associate Civil Engineer/ Professional Geologist, Zone 7	20-4965-01	10/28/22
17. Supervisor, Building and Plant Maintenance	19-9680-01	4/29/22
<b>Extend Eligible Lists</b>		
<b>Title</b>	<b>Examination Number</b>	<b>Terminate On</b>
18. Assistant Engineer	20-2015-01	11/18/22
19. Associate Civil Engineer	20-2021-01	1/13/23
20. Behavioral Health Clinician I	20-6505-01	10/28/22
21. Fire Dispatcher Trainee	20-8209-01	7/29/22
<b>Order Eligible List Designated Alternative List</b>		
22. Designate the <b>Registered Nurse III (PHN Option), Exam #18-5315-01</b> , as an alternate list for <b>Registered Nurse III</b> .		
<b>Miscellaneous</b>		
23. Extend the last day for filing for Assistant Director, Finance and Contracts, Probation Department, Exam #21-6074-01, from 11/8/21 to 11/12/21.		
24. Extend the last day for filing for Institutional Supervisor II, Exam #21-6225-01, from 11/1/21 to 11/29/21.		
25. Extend the last day for filing for Juvenile Institutional Officer Intermittent, Exam #21-6210N-01, from 11/4/21 to 11/29/21.		
26. Extend the last day for filing for Juvenile Institutional Officer, Exam #21-6216-01, from 11/1/21 to 11/29/21.		
27. Extend the last day for filing for Lead Customer Services Representative, DCSS, Exam #21-1155-01, from 11/1/21 to 11/23/21.		
28. Extend the last day for filing for Program Specialist, Exam #21-0305-01, from 10/15/21 to 11/12/21.		
29. Change the Supervisor, Buildings and Plant Maintenance, Exam #19-9680-01 from an assembled exam to a continuous exam, effective 12/10/19.		

<b>IV. CONSENT MATTERS -</b>	
<b>G. <u>Eligible Lists</u></b>	
<b>Create Approve and Order Promulgated:</b>	
<ol style="list-style-type: none"> <li>1. Assistant Business Analyst, Exam #21-0272-01.</li> <li>2. Captain (Promotional), Exam #21-8625-01.</li> <li>3. Deputy Division Director, Public Health, Exam #21-5083-01.</li> <li>4. Division Director, Exam #21-6126-01.</li> <li>5. Epidemiologist II, Exam #20-5785-01.</li> <li>6. Legal Process Clerk I, Exam #21-1511-01.</li> <li>7. Librarian I, Exam #21-4130-01.</li> <li>8. Librarian II, Exam #21-4140-01.</li> </ol>	
<b>H. <u>Classification Recommendations</u></b>	
<b>Department</b>	<b>Regarding:</b>
ACERA	<ol style="list-style-type: none"> <li>1. Reallocate one position of 1352 - Retirement Technician, to <span style="float: right;">22-37680</span> 1353 - Senior Retirement Technician</li> </ol>
Community Development Agency	<ol style="list-style-type: none"> <li>2. Reallocate one position of 0207 P - Senior Management Analyst Project, to <span style="float: right;">22-37767</span> 2966 P - Housing and Community Development Specialist III Project</li> </ol>
Health Care Services Agency	<ol style="list-style-type: none"> <li>3. Reallocate one position of 0313 - Family Health Services Coordinator, to <span style="float: right;">22-37313</span> 0307 - Senior Program Specialist (<b>MPCAH Option</b>)</li> </ol>
Public Defender's Office	<ol style="list-style-type: none"> <li>4. Allocate one position of 1585N - Legal Assistant SAN <span style="float: right;">22-37713</span></li> </ol>
<b>I. <u>Specialty Designations</u></b>	
Health Care Services Agency	<ol style="list-style-type: none"> <li>1. Remove specialty designation for position #310024 Job Code 5315 - Registered Nurse III (<b>PHN Cert/Quality Improvement</b>), Effective 11/27/21.</li> <li>2. Approve specialty designation for position #310024 Job Code 5315 - Registered Nurse III (<b>MPCAH/PHN Cert</b>), Effective 11/28/21.</li> </ol>
<b>J. <u>Classification Specifications</u> - <span style="float: right;">None</span></b>	