



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, NOVEMBER 2, 2022, 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/82342944192>. 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 THE BROWN ACT, THOSE REQUIRING ACCOMMODATIONS 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 (Excused)
Commissioner Barbara Luna, Vice-President
Commissioner Ross Peterson
Commissioner Julie Yim
Commissioner Monica Lee

Joe Angelo, Secretary to
Civil Service Commission
Kathleen Pacheco,
Senior Deputy County Counsel

I. CALLED TO ORDER	
II. REMOTE MEETINGS (AB 361): Civil Service Commission to Receive Oral Staff Report Regarding AB 361 and to Adopt Findings for Continued Teleconference Meetings By unanimous vote (4-0) the Civil Service Commission ("Commission") finds that there is a continuing state of emergency declared by the Governor of the State of California that encompasses the County of Alameda. The Commission further finds that state and/or local officials have imposed or continue to recommend measures to promote social distancing. Accordingly, the Commission therefore accepts staff's recommendation and adopts Findings for continued teleconferenced meetings in accordance with Government Code section 54953(e).	4-0
III. APPROVED THE MINUTES OF October 19, 2022, AS MAILED. Set-aside <u>First Motion</u> to Approve the Minutes of October 19, 2022 (4-0) <u>Second Motion</u> to Approve the Minutes of October 19, 2022 (3 Ayes) (1 Abstention: Commissioner Lee)	3 Ayes 1 Abstention
IV. PUBLIC COMMENTS:	None
V. APPROVED CONSENT MATTERS - Pages 3 - 7	4-0
VI. COMMUNICATION(S):	None

VII. APPEALS (Non-Disciplinary Matters)	None
VIII. CLOSED SESSION 1. Public Employment pursuant to Government Code §54957: 2. Public Employee Discipline/Dismissal/Release pursuant to Government Code pursuant to Government Code §54957: 3. <u>Conference with Legal Counsel – Potential Litigation:</u> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	None None None
IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	No Action
X. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS: Commissioner Peterson indicated that he may not attend the November 16, 2022 Civil Service Commission meeting.	
XI. ADJOURNMENT	4-0

V. CONSENT MATTERS - APPROVED		
A. <u>Hearing Calendar</u> - None		
B. <u>Reinstatement Request(s)</u>		
1. Rowena Chang, Accounting Specialist I, Health Care Services Agency.		
C. <u>Voluntary Demotions</u>		
1. David Onyike, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office.		
2. Ramondo Sai, Supervising Appeals Officer to Appeals Officer, Social Services Agency.		
D. <u>Comparable Transfer(s)</u> - None		
E. <u>Transfer CSC (Rule 1732)</u> - None		
F. <u>Examination Actions – for CSC Meeting of November 2, 2022</u>		
Open-Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
10/11/22	1. Deputy Probation Officer I	11/4/22
10/14/22	2. Literacy Specialist	11/7/22
10/14/22	3. Senior Therapist	11/7/22
10/14/22	4. Supervising Therapist	11/7/22
10/19/22	5. Human Resource Services Division Manager	11/14/22
10/19/22	6. TAP (Temporary Assignment Pool) Program Manager	11/14/22
10/21/22	7. Medical Leaves & Accommodation Services Technician	11/21/22
10/24/22	8. Assistant County Clerk Recorder	11/18/22
Re-Open Continuous Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
10/11/22	9. Institutional Supervisor II	11/4/22
10/19/22	10. Social Worker II	11/18/22
Reinstate Eligible Lists		
Title	Examination Number	Terminate On
11. Fire Engineer (Promotional)	20-8143-01	6/30/23
12. Quality Assurance/Quality Control Technician	20-1466-01	10/31/23

V. CONSENT MATTERS - APPROVED

Extend Eligible Lists

Title	Examination Number	Terminate On
13. Family Support Case Manager	20-6707-01	5/31/23
14. Plant Maintenance Laborer, Zone 7	21-4986-01	6/1/23

Order an Eligible List Designated as Alternative List

15. Designate the
 Fire Department Mechanic II – Exam #22-8158-01, as an alternate list for
 Fire Department Mechanic I

Miscellaneous

16. Cancel the **Procurement Manager**, Zone 7, Exam #22-4956-01, effective 8/3/22.
17. Change the **Social Worker II**, Exam #21-6715-01, from open assembled to open continuous, effective 6/14/22.
18. Extend the last day of filing for the **Auditor**, Exam #22-0143-01, from 10/21/22 to 10/28/22.
19. Extend the last day of filing for the **Director of Community Assessment, Planning and Evaluation**, Exam #21-5783-01, from 10/24/22 to 11/7/22.
20. Extend the last day of filing for the **Fire Department Plan Checker**, Exam #22-8131-01, from 10/17/22 to 10/31/22.
21. Extend the last day of filing for the **Forensic Pathologist**, Exam #22-5151-02, from 10/31/22 to continuous.
22. Extend the last day of filing for the **Senior Auditor**, Exam #22-0144-02, from 10/21/22 to 10/28/22.

G. Eligible Lists

Created Approved and Ordered Promulgated:

1. Accounting and Finance Manager, Public Works, Exam #22-0182-01.
2. Application Systems Engineer I, Exam #22-1866-01.
3. Clerk II, Exam #22-1120-01.
4. Compliance and Privacy Officer, Health Care Services Agency, Exam #22-5095-01.
5. Fire Department Human Resources Technician, Exam #22-8187-02.
6. Fire Department Mechanic II, Exam #22-8158-01.
7. Maintenance and Construction Worker, Exam #22-9152-01.
8. Risk Analyst (Promotional), Exam # 21-0489-01.
9. Supervising Auditor-Appraiser II (Promotional), Exam #22-2720-01.
10. Supervising Eligibility Technician (Promotional), Exam #22-1473-01.

V. CONSENT MATTERS - APPROVED		
H. <u>Classification Recommendations</u>		
Department	Regarding:	
Community Development Agency	1. Reallocate 1 position of 2982 P – Economic and Civic Development Specialist III Project, to 23-40584 2982 – Economic and Civic Development Specialist III (Spanish Speaking)	
	2. Reallocate 1 position of 5320 – Registered Nurse IV, to 23-40585 5315 – Registered Nurse III (PHN)	
Health Care Services Agency	3. Reallocate 1 position of 0305 – Program Specialist, to 23-40347 0322 – Departmental Communications Manager	
	4. Allocate 1 position of 1142 – Administrative Assistant 23-40381	
	5. Allocate 1 position of 5315 – Registered Nurse III 23-40382	
	6. Allocate 1 position of 0305 – Program Specialist 23-40392	
	7. Reallocate 1 position of 6491 – Mental Health Specialist II (Consumer/Family Option), to 23-40395 6492 – Mental Health Specialist III	
	8. Reallocate 1 position of 5305 – Registered Nurse II (PHN), to 23-40396 6492 – Mental Health Specialist III	
	9. Reallocate 1 position of 1128 - Specialist Clerk I, to 23-40398 6492 - Mental Health Specialist III	
	10. Reallocate 1 position of 6321 – Chief Clinical Psychologist, to 23-40448 6516 - Clinical Review Specialist Supervisor	
	11. Allocate 1 position of 6927 – Program Services Coordinator (Homeless Program Specialty) 23-40504	
	Social Services Agency	12. Reallocate 1 position of 1120 - Clerk II, to 23-40562 1115 - Clerk I

V. CONSENT MATTERS - APPROVED	
I. Specialty Designations	
Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove specialty designation for position #311115 Job Code 5770 - Public Health Investigator (STD Option) Effective 11/13/22 2. Remove specialty designation for position #310405 Job Code 0308 - Supervising Program Specialist (AIDS Specialty/Opt) Effective 11/12/22 3. Approve specialty designation for position #310405 Job Code 0308 - Supervising Program Specialist (Communicable Disease) Effective 11/13/22
Probation Department	<ol style="list-style-type: none"> 4. Remove specialty designation for position #302650 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 5. Remove specialty designation for position #302652 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 6. Remove specialty designation for position #302661 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 7. Remove specialty designation for position #302670 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 8. Remove specialty designation for position #302676 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 9. Remove specialty designation for position #302723 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 10. Remove specialty designation for position #302727 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 11. Remove specialty designation for position #302732 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 12. Remove specialty designation for position #302832 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 13. Remove specialty designation for position #302835 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22 14. Remove specialty designation for position #302836 Job Code 6716 - Juvenile Institutional Officer (Male Only) Effective 11/13/22

V. CONSENT MATTERS - APPROVED

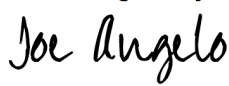
- 15. Remove specialty designation for position #302847
Job Code 6716 - Juvenile Institutional Officer (Male Only)
Effective 11/13/22
- 16. Remove specialty designation for position #302886
Job Code 6716 - Juvenile Institutional Officer (Male Only)
Effective 11/13/22
- 17. Remove specialty designation for position #302911
Job Code 6716 - Juvenile Institutional Officer (Male Only)
Effective 11/13/22
- 18. Remove specialty designation for position #302921
Job Code 6716 - Juvenile Institutional Officer (Male Only)
Effective 11/13/22
- 19. Remove specialty designation for position #302998
Job Code 6716 - Juvenile Institutional Officer (Male Only)
Effective 11/13/22

J. Classification Specifications

ACMEA - General Management	1. Recommend the Board of Supervisors establish the classification of Job Code 6187 - Court Appointed Special Advocates (CASA) Program Manager, and adopt the classification specification.
IAFF 55A Fire	2. Recommend the Board of Supervisors establish the classification of Job Code 8221 - Firefighter Lateral - EMT, and adopt the classification specification. 3. Recommend the Board of Supervisors establish the classification of Job Code 8222 - Firefighter Lateral - Paramedic, and adopt the classification specification.
Unrepresented - Management	4. Recommend the Board of Supervisors establish the classification of Job Code 0457 - Medical Leaves & Accommodation Services Case Manager Trainee, and adopt the classification specification.

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

2CC022F934DA404...

JOE ANGELO, Secretary to Civil Service Commission