



Agenda

ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY, APRIL 5, 2023, 4:00 P.M.

In-Person and Remote/Teleconference Participation

IN-PERSON PARTICIPATION:

Lakeside Plaza Building - 1401 Lakeside Drive, Room 201, Oakland CA
Remote/Teleconference Location: 4501 Pleasanton Avenue, Pleasanton, CA

These meeting sites are open to the public. Written public comment may be submitted by email to Nina.Hinton3@acgov.org prior to the beginning of the meeting. Spoken public comment will be accepted in-person and remotely. 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.

REMOTE/TELECONFERENCE PARTICIPATION:

Members of the public may observe and participate in meetings remotely by joining the live stream at <https://us06web.zoom.us/j/88485592950> and 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 Ross Peterson, Vice-President
 Commissioner Barbara Luna
 Commissioner Monica Lee

Sam Gee, Interim Secretary to
 Civil Service Commission
 Andrea Weddle,
 Chief Assistant County Counsel

I. CALL TO ORDER

II. APPROVE THE MINUTES OF MARCH 22, 2023, AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 3 - 5

V. COMMUNICATION(S):

VI. APPEALS (Non-Disciplinary Matters)

VII. CLOSED SESSION

1. **Public Employment pursuant to Government Code §54957:**
 Job Code 8625, Captain, Sheriff's Office

2. **Public Employee Discipline/Dismissal/Release pursuant to Government Code Pursuant to Government Code §54957:**

3. **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

Correspondence from Angela Osayande, SEIU 1021, requesting an appeal hearing for Case No. 2023-02. **Set for Hearing.**

B. Reinstatement Request(s)

1. Dillon Burruss, Deputy Sheriff's Recruit, Sheriff's Office
2. Derrick Williams, Deputy Sheriff's Recruit, Sheriff's Office

C. Voluntary Demotions

1. Jason Green, Eligibility Services Tech I to Eligibility Support Clerk, Social Services Agency
2. Trina Montecino, Eligibility Services Tech I to Eligibility Support Clerk, Social Services Agency
3. Khadija Washington, Eligibility Services Tech I to Eligibility Support Clerk, Social Services Agency

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of April 5, 2023

Promotional-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	Last Day to File ("LDF")
3/9/23	1. Division Commander (Promotional)	4/4/23
3/17/23	2. Departmental Facilities Manager (Promotional)	4/10/23
3/21/23	3. Client Advocate (Promotional)	4/25/23
3/23/23	4. Director of Professional Standards, Probation (Promotional)	4/17/23

Open-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
3/10/23	5. Janitor, Detention Facilities	4/4/23
3/14/23	6. Criminalist I	4/10/23
3/15/23	7. Senior Infrastructure Services Analyst	4/10/23
3/17/23	8. Deputy County Counsel	4/10/23
3/20/23	9. Firefighter Lateral - EMT	4/20/23
3/20/23	10. Firefighter Lateral - Paramedic	4/20/23
3/21/23	11. Child Support Program Manager	4/14/23
3/23/23	12. Staff Development Specialist	4/17/23

IV. CONSENT MATTERS -

3/24/23	13. Painter	4/17/23
3/27/23	14. Stationary Engineer, PWA	4/21/23
3/27/23	15. Agricultural and Standards Investigator I	4/20/23

Re-Open Continuous Examinations

RE-OPEN DATE	EXAMINATION TITLE	LDF
3/10/23	16. Chief Departmental Human Resources Administrator	Continuous

Reinstate Eligible Lists

Title	Examination Number	Terminate On
17. Legal Secretary	21-1240-01	9/30/23

Extend Eligible Lists

Title	Examination Number	Terminate On
18. Associate Youth and Family Services Therapist	21-6507-01	6/20/23
19. Veterans Services Representative	21-1476-01	10/20/23

Miscellaneous

20. Change the **Chief Departmental Human Resources Administrator**, Exam #22-0465-02, from open assembled to continuous exam, effective 9/7/22.
21. Extend the last day for filing for **Supervising Civil Engineer**, Exam #22-2025-01, from 1/6/23 to 4/28/23.
22. Extend the last day for filing for **Captain (Promotional)**, Exam #22-8625-01, from 3/15/23 to 3/20/23.
23. Extend the last day for filing for **Deputy Director, Public Health Nursing (PHN Option)**, Exam #22-5390-02, from 3/21/23 to 4/11/23.
24. Extend the last day for filing for **Fire Dispatcher Trainee**, Exam #23-8209-01, from 3/31/23 to 5/1/23.
25. Extend the last day for filing for **Juvenile Institutional Officer**, Exam #23-6216-01, from 3/27/23 to 4/17/23.

G. Eligible Lists

Create Approve and Order Promulgated:

1. Associate Right of Way Agent, Exam #22-2515-01.
2. Behavioral Health Clinical Manager, Exam #22-6527-01.
3. Carpenter, Exam #22-9220-01.
4. Customer Services Representative, Department of Child Support Services, Exam #22-1154-01.
5. Eligibility Support Clerk, Exam #22-1132-01.
6. Lead Plant Mechanic, Zone 7, Exam #22-4995-01.

IV. CONSENT MATTERS -

H. Classification Recommendations

Department	Regarding:
Health Care Services Agency	1. Reallocate 1 position of 0315 - Health Care Program Administrator II (MPCAH Option), to 23-41269 5087 - Children Medical Services Administrator

I. Specialty Designations

Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove specialty designation for position #310783 Job Code 1129 - Specialist Clerk II (Spanish Speaking) Effective 4/16/23 2. Remove specialty designation for position #310917 Job Code 0305 – Program Specialist (Consumer/Family Specialty) Effective 4/15/23 3. Add specialty designation for position #310917 Job Code 0305 – Program Specialist (Family Specialty) Effective 4/16/23 4. Remove specialty designation for position # 312577 Job Code 6415 - Medical Social Worker II (Mental Health Option) Effective 4/16/23 5. Remove specialty designation for position #401096 Job Code 0423 - Information Systems Coordinator (Database Administration) Effective 4/16/23
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J. Classification Specifications

Unrepresented - Management	<ol style="list-style-type: none"> 1. Adopt the revised and retitled classification of Job Code 0491 – Senior Risk and Insurance Analyst, to Senior Risk Analyst.
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