



Summary Action Minutes

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

WEDNESDAY, MAY 17, 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/88324314014> 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
[Kathleen Pacheco,](#)
 Assistant County Counsel

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF MAY 3, 2023, AS MAILED.

4-0

III. PUBLIC COMMENTS:

None

IV. APPROVED CONSENT MATTERS - Pages 3 - 6

4-0

V. COMMUNICATION(S):

None

VI. APPEALS (Non-Disciplinary Matters)

None

VII. CLOSED SESSION

1. **Public Employment pursuant to Government Code §54957:**

None

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

None

3. **Conference with Legal Counsel – Potential Litigation:** Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

None

VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	No Action
IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:	None
X. ADJOURNMENT	4-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar - None

B. Reinstatement Request(s)

1. Mashal Ali, Administrative Specialist II, Health Care Services Agency
2. Anna Baffo-Gyan, Administrative Assistant, Health Care Services Agency
3. Maryam Bhimji, Management Analyst, Social Services Agency
4. Ericka Engel, Human Resources Technician, General Services Agency
5. Cheryl Gaviola, Specialist Clerk II, Health Care Services Agency
6. Kar-Lai Kam, Senior Auditor, Auditor-Controller Office
7. Dulce Lopez, Sr. Clinical Case Manager, CHSC, Health Care Services Agency
8. Deidra Perry, Program/Financial Specialist, Health Care Services Agency
9. ChiAurelia Spencer, Employment Counselor, Social Services Agency

C. Voluntary Demotions

1. Ronald Smith Jr., Eligibility Support Clerk to Specialist Clerk I, Social Services Agency.

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of May 17, 2023

Promotional Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF Last Day to File
5/3/23	1. Senior Registered Environmental Health Specialist (Promotional)	5/30/23

Open Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
5/3/23	2. Employee Benefits Technician I	5/30/23
5/3/23	3. Hazardous Materials Specialist	5/30/23
5/5/23	4. Building Maintenance Worker II	5/30/23
5/9/23	5. Heavy Equipment Operator, Zone 7	6/5/23
5/9/23	6. Water Conservation Coordinator, Zone 7	6/5/23

Promotional Continuous Examinations

OPEN DATE	EXAMINATION TITLE	LDF
4/28/23	7. School Health Services Administrator, CHSC	5/22/23

IV. CONSENT MATTERS - APPROVED

Re-Open Continuous Examinations

REOPEN DATE	EXAMINATION TITLE	LDF
5/3/23	8. Building Equipment Maintenance Worker	5/26/23

Reinstate Eligible Lists

Title	Examination Number	Terminate On
9. Appraiser III	20-2620-01	10/31/23
10. Building Equipment Maintenance Worker	21-9665-01	5/1/24

Extend Eligible Lists

Title	Examination Number	Terminate On
11. Crew Leader	21-9515-01	11/9/23
12. Deputy Probation Officer I	20-6108-01	8/31/23

Order an Eligible List Designated as Alternative List

13. Designate the Principal Engineer/Geologist, Zone 7, Exam # 22-4970-01, as an alternate list for Associate Civil Engineer/ Professional Geologist, Zone 7.

Miscellaneous

- 14. Extend the last day for filing for **Departmental Facilities Manager (Promotional)**, Exam #23-0223-01, from 5/1/23 to 5/19/23.
- 15. Extend the last day for filing for **Secretary II**, Exam #23-1220-01, from 4/27/23 to 5/11/23.

G. Eligible Lists

Created Approved and Ordered Promulgated:

- 1. Accounting Specialist I, Exam #22-1314-01.
- 2. Chief, Assessment Services Division (Promotional), Exam #23-2650-01.
- 3. Child Welfare Worker I, Exam #23-6740-01.
- 4. Director of Professional Standards, Probation (Promotional), Exam #23-8587-01.
- 5. Fire Dispatcher, Exam #22-8220-01.
- 6. Fire Engineer (Promotional), Exam #22-8143-01.
- 7. Gardener I, General Services Agency, Exam #22-7205-01.
- 8. Senior Land Surveyor, Exam #23-2155-01.

IV. CONSENT MATTERS - APPROVED

H. Classification Recommendations

Department	Regarding:
Information Technology Department	1. Reallocate 1 position of 1866 - Application Systems Engineer I, to 1868 - Application Systems Engineer III 23-41126
	2. Reallocate 2 positions of 1866 - Application Systems Engineer I, to 1868 - Application Systems Engineer III 23-41127
	3. Reallocate 2 positions of 1866 - Application Systems Engineer I, to 1868 - Application Systems Engineer III 23-41128
	4. Reallocate 1 position of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41129
	5. Reallocate 1 position of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41130
	6. Reallocate 4 positions of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41131
	7. Reallocate 1 position of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41132
	8. Reallocate 1 position of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41133
	9. Reallocate 4 positions of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41134
	10. Reallocate 3 positions of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41135
	11. Reallocate 22 positions of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41136
	12. Reallocate 12 positions of 1867 - Application Systems Engineer II, to 1868 - Application Systems Engineer III 23-41137

IV. CONSENT MATTERS - APPROVED	
	<p>13. Reallocate 1 position of 1867 - Application Systems Engineer II, to 23-41138 1868 - Application Systems Engineer III</p> <p>14. Reallocate 8 positions of 1867 - Application Systems Engineer II, to 23-41139 1868 - Application Systems Engineer III</p> <p>15. Reallocate 1 position of 0418 - Technical Support Analyst, to 23-41144 1830 - Infrastructure Services Analyst</p> <p>16. Reallocate 1 position of 1305 - Account Clerk I, to 23-41431 0214 - Financial Services Specialist II</p>
Sheriff's Office	<p>17. Reallocate 1 position of 1091 – Retired Annuitant II, to 23-41400 1090 – Retired Annuitant I</p>
I. Specialty Designations	
Health Care Services Agency	<p>1. Remove specialty designation for position #310133 Job Code 5770 - Public Health Investigator (Punjabi Speaking) Effective 5/28/23</p> <p>2. Remove specialty designation for position #310161 Job Code 1091 - Retired Annuitant II (PHN Cert/Pediatric Option) Effective 5/28/23</p> <p>3. Remove specialty designation for position #400046 Job Code 0305 - Program Specialist (COVID) Effective 5/28/23</p>
J. Classification Specifications	
SEIU 1021	<p>1. Adopt the revised classification specification of Job Code 6405 - Medical Social Worker I.</p> <p>2. Adopt the revised classification specification of Job Code 6415 - Medical Social Worker II.</p>
Unrepresented -Management	<p>3. Recommend the Board of Supervisors establish the classification of Job Code 6799 – Social Services Agency Program Development Administrator, and adopt the classification specification.</p> <p>4. Recommend the Board of Supervisors establish the classification of Job Code 4969 – Principal Water Resources Planner, Zone 7, and adopt the classification specification.</p>

IV. CONSENT MATTERS - **APPROVED**

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

Margarita Zamora

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MARGARITA ZAMORA, Acting HRS Director