



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, May 22, 2019, 4:00 P.M.

Lakeside Plaza Building

1401 Lakeside Drive, Room 201

Commissioner Arlene Lum, President
Commissioner Barbara Luna, Vice-President
Commissioner Dan Chang
Commissioner Dennis Handis
Commissioner Ross Peterson

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

I. CALL TO ORDER

II. APPROVE THE MINUTES OF MAY 8, 2019 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 - 4

V. COMMUNICATION(S)

From the Alameda County Employees' Retirement Association (ACERA), advising of a reduction in force pursuant to Civil Service Rule 2004, effective June 6, 2019. Receive and file.

VI. APPEALS (Non-Disciplinary Matters)

1. From the Human Resource Services Staff in response to Sharon Loveseth appeal to upgrade from a Program Specialist classification to a Senior Program Specialist classification.

STAFF RECOMMENDATION: Deny Appeal

2. From the Human Resource Services Staff in response to Mary Hogden appeal to upgrade from a Program Specialist classification to a Supervising Program Specialist classification.

STAFF RECOMMENDATION: Deny Appeal

VII. CLOSED SESSION

1. **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. Reinstatement Request(s)

1. Roslynn Anne Coleman, Child Support Caseworker II, Department of Child Support Services
2. Patricia Aguilera Godina, Specialist Clerk I, Health Care Services Agency
3. Catherine Antoinette Simpo, Child Support Caseworker II, Department of Child Support Services

B. Voluntary Demotion(s)

1. Michael Tapia, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office

C. Comparable Transfer(s)

1. Vernaluz Mojica, Payroll Records Clerk to Specialist Clerk II, Health Care Services Agency

D. Examination Actions – for CSC Meeting of May 22, 2019

Order on 4/18/19 open-assembled examination:

1. Assistant Chief Probation Officer, LDF 5/14/19

Order on 4/29/19 open-assembled examination:

2. Auditor Associate I, LDF 5/28/19

Order on 5/2/19 open-assembled examinations:

3. Clerk Recorder Supervisor I, LDF 5/28/19
4. Clerk Recorder Supervisor II, LDF 5/28/19

Order on 5/6/19 open-assembled examination:

5. Librarian IV, LDF 5/31/19

Order on 5/20/19 open-assembled examination:

6. Collection Enforcement Deputy I, LDF 6/13/19

Reopen on 5/6/19 continuous examination:

7. Associate Youth & Family Services Therapist, LDF 5/10/19
8. Designate the Administrative Assistant, exam #18-1142-01 as an alternate list for Secretary I.

Miscellaneous:

1. Extend the last day for filing for the Registered Nurse III (Public Health Nurse), exam #18-5315-01 from 5/3/19 to 5/17/19.
2. Change the Associate Youth and Family Services Therapist, exam #19-6507-01, from an assembled exam to a continuous exam effective 4/8/19.
3. Extend the last day for filing for the Disability Programs Case Manager, exam #19-0467-01 from 5/9/19 to 5/16/19.
4. Extend the last day for filing for the Disability Programs Technician, exam #19-0464-01 from 5/9/19 to 5/16/19.

IV. CONSENT MATTERS

E. Eligible Lists

Create, approve and order promulgated:

1. Child Welfare Worker II, #19-6745-01
2. Laborer, #18-9105-01
3. Lieutenant (Promotional), #18-8620-01
4. Maintenance & Construction Supervisor (Hayward Area Recreation & Park District), #19-1118h-01
5. Social Worker II, #18-6715-01

F. Classification Recommendations

Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 0221, Administrative Services Officer to 0217, Financial Services Officer (19-33039). 2. Reallocate one position of 6640, Rehabilitation Counselor II to 6510, Behavioral Clinician II (Forensic Specialty) (19-33049). 3. Reallocate one position of 6640, Rehabilitation Counselor II to 6525, Behavioral Health Clinical Supervisor (Criminal Justice Specialty) (19-33050). 4. Reallocate one position of 5400N, Student Professional Worker Services-As-Needed to 1220, Secretary II (19-33051). 5. Reallocate one position of 0307, Senior Program Specialist to 0307P, Senior Program Specialist Project (19-33062).
Probation	<ol style="list-style-type: none"> 6. Reallocate one position of 6216, Juvenile Institutional Officer to 6115, Deputy Probation Officer III (19-33045). 7. Reallocate one position of 6216, Juvenile Institutional Officer to 6217, Institutional Supervisor I (19-33046). 8. Reallocate one position of 6216, Juvenile Institutional Officer to 6126, Division Director (19-33047). 9. Reallocate one position of 6107N, Probation Intern Services-As-Needed to 6037, Probation Chief of Research and Evaluation (19-33063).
Sheriff's Office	<ol style="list-style-type: none"> 10. Reallocate one position of 8604, Deputy Sheriff II to 8617, Sergeant (19-33031).

IV. CONSENT MATTERS	
F. <u>Classification Recommendations</u> - continued	
Department:	Re:
Social Services Agency	11. Reallocate one position of 6082, Deputy Director, Social Services Agency to 6796, Staff Development Specialist (19-32966). 12. Reallocate one position of 1091, Retired Annuitant II to 6797, Staff Development Supervisor (19-32967).
G. <u>Specialty Designations</u>	
Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for one position #400522, job code 0305, Program Specialist, (Spanish Speaking Specialty), effective 6/1/19. 2. Approve the specialty designation for one position #400522, job code 0305, Program Specialist, (Quality Improvement Specialty), effective 6/2/19.
H. <u>Classification Specifications</u>	
ACMEA Sheriff's Non-Sworn	1. Adopt the revised classification specification for 0405, Crime Analyst.
SEIU 1021	2. Adopt the revised classification specification series for 6781, Employment Specialist I and 6782, Employment Specialist II.
Unrepresented - Management	3. Recommend the Board of Supervisors establish the classification of 5064, Clinical Case Management Project Manager and adopt the classification specification. 4. Recommend the Board of Supervisors establish the classification of 5063, Director of Clinical Case Management Methods and adopt the classification specification. 5. Revise and retitle 1539, Deferred Compensation and Personnel Manager to 1539, Deferred Compensation Program Manager and adopt the classification specification.