



*Summary Action Minutes*  
*ALAMEDA COUNTY*  
*CIVIL SERVICE COMMISSION*

**Wednesday, October 24, 2018**

**(Minutes Subject to Approval at November 7, 2018 Meeting)**

The Civil Service Commission will meet **Wednesday, November 7, 2018** at 4:00 p.m.  
in Room 201 of the Lakeside Plaza Building.

**PRESENT**

Commissioners: **D. Chang, D. Handis, B. Luna, R. Peterson**  
**(Absent: A. Lum)**

Secretary: **J. Angelo**

Chief Assistant

County Counsel: **A. Weddle**

**I. CALLED TO ORDER**

**II. APPROVED THE MINUTES OF OCTOBER 10, 2018 AS MAILED. 4-0**

**III. PUBLIC COMMENTS: None**

**IV. APPROVED CONSENT MATTERS - Pages 2 - 4 4-0**

**V. COMMUNICATION(S) No Actions**

**VI. APPEALS (Non-Disciplinary Matters) No Actions**

**VII. CLOSED SESSION**

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:  
(Five cases)
2. 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: No Actions**

**IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS: None**

**X. ADJOURNMENT 4-0**

#### IV. CONSENT MATTERS - APPROVED

##### A. Hearing Calendar

1. Correspondence from Appellant, withdrawing request for appeal hearing for Case No. 2018-04; OAH Case No. 2018041089. Removed from hearing calendar.
2. Correspondence from IFPTE Local 21 Representative, Jeff Duritz, request for an appeal hearing for Case No. 2018-10. Set for hearing.

##### B. Comparable Transfer(s)

1. Joyce Jaramillo, Payroll Records Clerk to Specialist Clerk II,  
Health Care Services Agency

##### C. Examination Actions – for CSC Meeting of October 24, 2018

Ordered on 10/9/18 promotional-assembled examination:

1. Lead Janitor LDF 11/2/18

Ordered on 10/10/18 promotional-assembled examination:

2. Senior Vector Control Biologist, LDF 11/5/18

Ordered on 10/3/18 open-assembled examination:

3. Retirement Benefit Specialist, LDF 10/29/18

Ordered on 10/4/18 open-assembled examination:

4. Auditor-Appraiser I, LDF 10/29/18

Ordered on 10/5/18 open-assembled examination:

5. Auto Parts Technician, LDF 10/29/18
6. Director, Public Health, LDF 10/29/18
7. Supervising Accountant, LDF 10/29/18

Ordered on 10/8/18 open-assembled examination:

8. Health Insurance Technician, LDF 11/5/18

Ordered on 10/12/18 open-assembled examination:

9. Economic Development Analyst II, LDF 11/5/18

Ordered on 10/16/18 open-assembled examination:

10. Public Works Technical Assistant II, LDF 11/9/18

Terminated eligible list:

11. Social Worker III (Homeless), #17-6720-01, effective 10/24/18

Reinstated eligible list:

12. Supervising Program Specialist, #17-0308-01, terminate 12/8/18

Extended eligible lists:

13. Behavioral Health Clinician II, #17-6510-01, terminate 5/21/19
14. Captain (Promotional), #17-8625-01, terminate 3/6/19

**IV. CONSENT MATTERS - APPROVED**

**C. Examination Actions – for CSC Meeting of October 24, 2018 - continued**

Miscellaneous:

15. Extended the last day for filing for Senior Planner, #18-2940-01, from 10/3/18 to 10/24/18
16. Extended the last day for filing for Public Works Inspector III (Construction), #18-2111-01, from 10/31/18 to 12/31/18.
17. Extended the last day for filing for Safety Technician II, Zone 7, #18-4935-01, from 10/11/18 to 10/25/18.

**D. Eligible Lists**

Created, approved and ordered promulgated:

1. Deputy Sheriff II (Lateral), #18-8604-01
2. Legal Process Clerk I, #18-1511-01
3. Senior Financial Services Specialist (Promotional), #18-0215-01
4. Senior Supervising Auditor, #18-0150-01
5. Supervising Appeals Officer (Promotional), #18-6739-01
6. Water Plant Operator II, Zone 7, #18-4943-01

**E. Classification Recommendations - Approved**

Department:	Re:
General Services Agency	<ol style="list-style-type: none"> <li>1. Reallocate one position of 9420, Auto Mechanic to 9405, Auto Service Worker (19-31881).</li> <li>2. Reallocate one position of 9465, Heavy Equipment Mechanic to 9420, Auto Mechanic (19-31940).</li> </ol>
Health Care Services Agency	<ol style="list-style-type: none"> <li>3. Reallocate one position of 6646, Senior Clinical Case Manager, Center for Health Schools and Communities to 6525, Behavioral Health Clinical Supervisor (19-31884).</li> </ol>
Probation	<ol style="list-style-type: none"> <li>4. Reallocate one position of 6115, Deputy Probation Officer III to 8588, Investigator, Probation Department (19-32053).</li> <li>5. Reallocate one position of 6115, Deputy Probation Officer III to 8588, Investigator, Probation Department (19-32054).</li> </ol>
Retirement	<ol style="list-style-type: none"> <li>6. Reallocate one position of 1356, Retirement Assistant Benefits Manager to 1355, Retirement Benefits Manager (19-31927).</li> </ol>

**IV. CONSENT MATTERS - APPROVED**

**F. Specialty Designations - Approved**

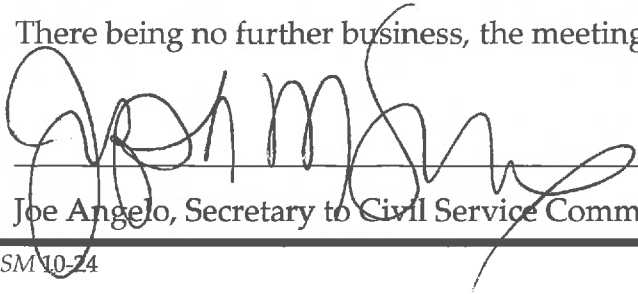
<b>Department:</b>	<b>Re:</b>
Health Care Services Agency	<ol style="list-style-type: none"><li>1. Remove the specialty designation for one position #401031, job code 6510, Behavioral Health Clinician II, (Consumer/Family Specialty), effective 11/4/18.</li><li>2. Approve the specialty designation for one position #402628, job code 6071P, Community Outreach Worker (Project), (Spanish Speaking Specialty), 11/4/18.</li></ol>

**G. Classification Specifications - Approved**

	<ol style="list-style-type: none"><li>1. Recommend that the Board of Supervisors establish the classification of 6037, Probation Chief of Research and Evaluation and adopt the classification specification.</li><li>2. Recommend that the Board of Supervisors establish the classification of 6032, Probation Community Behavioral Health Liaison and adopt the classification specification.</li><li>3. Adopt the revised classification specification for 6499, Youth and Family Services Lead Therapist.</li><li>4. Revise and retitle 6498, Youth and Family Services Therapist II to 6498, Youth and Family Services Therapist and adopt the classification specification.</li><li>5. Recommend that the Board of Supervisors establish the classification of 5696, Scientific Program Manager and adopt the classification specification.</li></ol>
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## ADJOURNMENT

There being no further business, the meeting was adjourned.

A handwritten signature in black ink, appearing to read "Joe Angelo", is written over a horizontal line. The signature is fluid and cursive.

Joe Angelo, Secretary to Civil Service Commission