



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, December 18, 2019

(Minutes Subject to Approval at January 15, 2020 Meeting)

The Civil Service Commission will meet **Wednesday, January 15, 2020 at 4:00 p.m.**
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present**

Secretary: **J. Angelo**

Chief Assistant

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF DECEMBER 4, 2019 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)

From the Human Resource Services Staff in response to Erika Holmes' and Maria White's appeal to upgrade from Supervising Clerk III to Supervising Administrative Specialist classification.

For both Appellants', Erika Holmes and Maria White the Commission voted 4-0 to deny the request.

VII. CLOSED SESSION

**1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(One case)**

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. Reinstatement Request(s)

1. Creed Combs, Computer & Network Systems Analyst, ACERA, Retirement
2. Lisa Ho, Program/Financial Specialist, Social Services Agency
3. Lynda Rodriguez, Specialist Clerk II, Library

B. Voluntary Demotion(s)

1. Anna McKenzie, Supervising Financial Services Specialist to Management Analyst, Health Care Services Agency
2. Pamela Powell, Social Work Supervisor to Staff Development Supervisor, Social Services Agency

C. Examination Actions – for CSC Meeting of December 18, 2019

Ordered on 11/15/19 promotional-assembled examination:

1. Sergeant, LDF 12/11/19

Ordered on 11/22/19 promotional-assembled examination:

2. Captain, LDF 12/18/19

Ordered on 12/5/19 promotional-assembled examination:

3. Supervising Eligibility Technician, LDF 12/30/19

Ordered on 12/9/19 promotional-assembled examination:

4. Assistant Deputy Director, Community Development Agency, LDF 1/21/20

Ordered on 11/20/19 open-assembled examination:

5. Emergency Medical Services Coordinator, LDF 12/16/19

Ordered on 11/22/19 open-assembled examination:

6. Child Support Specialist I, LDF 12/16/19

Ordered on 12/13/19 open-continuous examination:

7. Agricultural and Standards Aide Services-As-Needed

Reopened on 12/9/19 continuous examination:

8. Program/Financial Specialist, LDF 1/6/20

Miscellaneous:

9. Extended the last day for filing for Investigator, Probation Department, exam #19-8588-01 from 12/9/19 to 12/30/19.

10. Cancelled the Supervising Criminalist, exam #19-8526-02, effective 9/25/19.

IV. CONSENT MATTERS - APPROVED

D. Eligible Lists

Created, approved and ordered promulgated:

1. Appraiser I, #19-2610-01
2. Associate County Counsel, #19-3220-01
3. Clerk II, #19-1120-01
4. Criminalist II, #19-8524-01
5. Environmental Health Maintenance Worker, #19-5647-01
6. Information Systems Manager, #19-0420-01
7. Messenger (Promotional), #19-1105-01
8. Real Estate Projects Manager, #19-9695-01
9. Youth & Family Services Lead Therapist, #18-6499-01
10. Youth & Family Services Program Assistant, #18-6511-01

E. Classification Recommendations - Approved

Department:	Re:
Assessor	1. Reallocate one position of 2710, Auditor-Appraiser II to 2622, Assessor Representative (20-34269).
County Counsel	2. Reallocate one position of 1091, Retired Annuitant II to 3245, Assistant County Counsel (20-34218).
General Services Agency	3. Reallocate one position of 2215, Architect to 9701, Senior Project Manager, GSA (20-34266).
Health Care Services Agency	4. Reallocate one position of 6527, Behavioral Health Clinical Manager to 6514, Behavioral Health Crisis Intervention Supervisor (20-33748).
Public Defender	5. Reallocate one position of 1142, Administrative Assistant to 6720, Social Worker III (Realignment Specialty) (20-34270). 6. Reallocate one position of 1240, Legal Secretary to 1240P, Legal Secretary Project (20-34273).
Social Services Agency	7. Reallocate one position of 6720, Social Worker III to 0308, Supervising Program Specialist (20-34211).

IV. CONSENT MATTERS - APPROVED

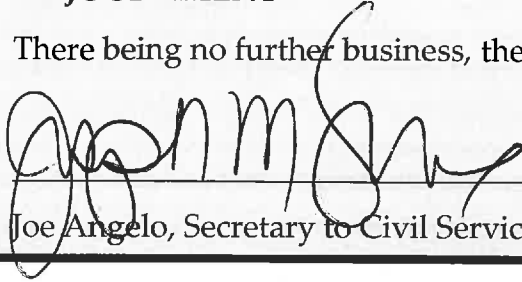
F. Classification Specifications - Approved

Unrepresented - Management

1. Recommend the Board of Supervisors establish the classification of 4956, Procurement and Contract Supervisor, Zone 7 and adopt the classification specification.

ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission