



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, July 19, 2017

(Minutes Subject to Approval at August 2, 2017 Meeting)

The Civil Service Commission will meet **Wednesday, August 2, 2017** 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 JULY 5, 2017 AS MAILED. 5-0

III. PUBLIC COMMENTS:

Chief Probation Officer, Wendy Still, spoke in support of Closed Session Item VII.-1.

Robert Reiter, Deputy County Counsel, spoke in support of Closed Session Item VII.-1.

IV. APPROVED CONSENT MATTERS - Pages 3 -6 5-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION - HELD for Item VII.-1.

1. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2017-01– OAH No. 2017020278 (Probation). 5-0
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (Three cases)
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:

The Commission unanimously voted 5-0 to adopt the recommendation of the Hearing Officer and uphold the discipline.

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

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - APPROVED

A. Reinstatement Request(s)

1. Amare Haileselassie, Agricultural and Standards Aide Services-As-Needed, Community Development Agency
2. Katherine Martinez, Administrative Specialist II, Retirement Department

B. Voluntary Demotion(s)

1. Rachele Reposa, Social Worker Supervisor to Social Worker III, Social Services Agency

C. Examination Actions – for CSC Meeting of July 19, 2017

Ordered on 7/5/17 promotional-assembled examination:

1. Human Resource Validation Processor, LDF 7/31/17

Ordered on 6/19/17 open-assembled examination:

2. Janitor, LDF 7/14/17

Ordered on 6/23/17 open-assembled examination:

3. Specialist Clerk I, LDF 7/18/17

Ordered on 7/5/17 open-assembled examination:

4. Real Estate Projects Manager, LDF 7/31/17

Ordered on 7/7/17 open-assembled examination:

5. Registered Nurse IV (Public Health Nurse), LDF 8/1/17

Ordered on 7/10/17 open-assembled examination:

6. Facilities Manager, LDF 8/4/17
7. Heavy Equipment Operator, LDF 8/14/17

Terminated eligible lists:

8. Deputy Director, General Services Agency (Capital Programs), #16-0194-01

Reinstated eligible lists:

9. Career Development Specialist I, #16-6787-01, terminate on 10/9/17
10. Food Service Worker, #16-7510-01, terminate on 10/7/17

Extended eligible lists:

11. Information Systems Analyst, #15-0419-01, terminate on 10/6/17
12. Information Systems Manager, #16-0420-01, terminate on 2/9/18

IV. CONSENT MATTERS - APPROVED

D. Eligible Lists

Created, approved and ordered promulgated:

1. Administrative Secretary, #17-1227-01
2. Adult Protective Services Worker II, #17-6765-01
3. Assessment Supervisor II (Promotional), #17-2851-01
4. Assistant Chief Therapist, #16-5873-01
5. Medical Records Technician, #16-1460-01
6. Park Maintenance Worker, Hayward Area Recreation District, #17-1136h-01
7. Registered Environmental Health Specialist, #17-5665-01
8. Senior Accountant, #17-0138-01
9. Supervising Program Specialist (Sexually Transmitted Disease Option), #16-0308-01

E. Classification Recommendations - Approved

Department:	Re:
County Counsel	1. Reallocate one position of 3230P, Deputy County Counsel Project to 3220, Associate County Counsel (18-29907).
Health Care Services Agency	2. Reallocate one position of 0460, Departmental Personnel Officer I to 1125, Payroll Records Clerk (17-29836).
Sheriff's Office	3. Reallocate one position of 0277, Human Resources Support Supervisor to 0459, Departmental Personnel Officer Trainee (17-29800). 4. Reallocate one position of 1128, Specialist Clerk I to 1129, Specialist Clerk II (17-29840).
Social Services Agency	5. Allocate one additional position of 1128, Specialist Clerk I (17-29568).

F. Specialty Designations - Approved

Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for one position #310375, job code 5770, Public Health Investigator, (AIDS Specialty), effective 7/30/17.

IV. CONSENT MATTERS - APPROVED

F. Specialty Designations –continued - Approved

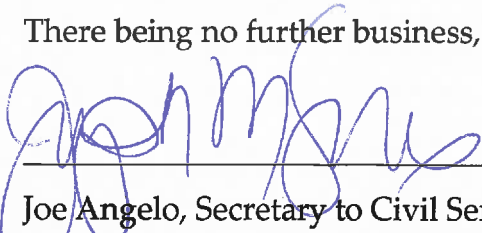
Department:	Re:
<p>Information Technology Department</p>	<ol style="list-style-type: none"> 2. Remove the specialty designation for one position #311738, job code 0418, Technical Support Analyst, (Applications Development & Support Specialty), effective 7/30/17. 3. Remove the specialty designation for one position #307059, job code 1836, Infrastructure Services Engineer, (Database Administration Specialty), effective 7/30/17. 4. Remove the specialty designation for one position #307021, job code 1867, Application Systems Engineer II (Applications Development & Support Specialty), effective 7/30/17. 5. Remove the specialty designation for four positions #306896, 307012, 307110, 308052, job code 1867, Application Systems Engineer II (Database Administration Specialty), effective 7/30/17.

G. Classification Specifications - Approved

	<ol style="list-style-type: none"> 1. Recommend that the Board of Supervisors establish the classification of 8587, Director of Professional Standards, Probation and adopt the classification specification. 2. Recommend that the Board of Supervisors establish the classification of 8586, Supervisor of Professional Standards, Probation and adopt the classification specification. 3. Recommend that the Board of Supervisors establish the classification of 6073 - Finance and Contracts Director, Probation Department and adopt the classification specification.
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ADJOURNMENT

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "Joe Angelo", is written over a horizontal line.

Joe Angelo, Secretary to Civil Service Commission