



**Human Resource Services**

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January 15, 2021

Honorable Board of Supervisors  
Administration Building  
1221 Oak Street, Suite 536  
Oakland, California 94612

Dear Board Members:

**SUBJECT: TRANSMITTAL OF CLASSIFICATION ACTIONS**

**RECOMMENDATIONS:**

Approve the classification actions taken by the Civil Service Commission for the following departments on the following dates:

- A. the Assessor's Office, Department of Child Support Services, Probation Department, Alameda County Employees' Retirement Association (ACERA), and Social Services Agency on December 16, 2020; and
- B. the County Administrator's Office, Health Care Services Agency, Probation Department, and Sheriff's Office on January 13, 2021.

**DISCUSSION/FINDINGS:**

Submitted are the classification actions taken by the Civil Service Commission for the Assessor's Office, Department of Child Support Services, Probation Department, Alameda County Employees' Retirement Association (ACERA), and Social Services Agency on December 16, 2020; and the County Administrator's Office, Health Care Services Agency, Probation Department, and Sheriff's Office on January 13, 2021.

Also submitted are the sections of the Commission agenda which lists the classification actions and were made available to employee organizations prior to the Commission meeting.

No objections to any of the actions were raised prior to or during the meeting.

**FINANCING:**

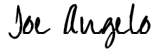
Funding for these classification actions is available in the affected departments' budgets. There is no net increase in County costs.

**VISION 2026 GOAL:**

The classification actions meet the 10X pathways goal of **Employment for All** in support of our shared visions of a **Thriving & Resilient Population** and a **Prosperous & Vibrant Economy**.

Very truly yours,

DocuSigned by:



2C6022E934DA404  
Joe Angelo, Director

Human Resource Services

JA:sa

IV. CONSENT MATTERS - APPROVED	
G. <u>Classification Recommendations</u>	
Department:	Regarding:
Assessor	1. Reallocated <b>two</b> positions of 1296N - Clerk Intermittent I Services-as-Needed (SAN), to 0219 - Administrative Specialist II (21-35934).
Child Support Services	2. Reallocate one position of 0219 - Administrative Specialist II, to 0322 - Departmental Communications Manager (21-36283).
Probation	3. Reallocate one position of 1128 - Specialist Clerk I, to 1129 - Specialist Clerk II (20-34538).
Retirement	4. Reallocate one position of 1352 - Retirement Technician, to 1353 - Senior Retirement Technician (21-36289). 5. Reallocate one position of 1352 - Retirement Technician, to 1353 - Senior Retirement Technician (21-36290).
Social Services Agency	6. Reallocate one position of 1120 - Clerk II, to 1128 - Specialist Clerk I (20-35354). 7. Reallocate one position of 1120 - Clerk II, to 1128 - Specialist Clerk I (20-35355). 8. Reallocate one position of 6796 - Staff Development Specialist, to 6793 - E-Studio Instructional Design Trainer (21-36255).

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

CSC Agenda Date: 12/16/2020

Projected Effective Date: 12/27/2020

Control #: 21-35934

Request Type: Reclass Position

Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.

Business Unit: Assessor

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			Cost	2021/2022			Cost
					# POS	# PU	Bft Pct		# POS	# PU		
FR 1296N	Clerk Intermittent I SAN	300431	150100	71.00	-1	-39	-1,516.30	70.00	-1	-39	-1,552.26	
FR 1296N	Clerk Intermittent I SAN	300432	150100	71.00	-1	-39	-1,516.30	70.00	-1	-39	-1,552.26	
TO 0219	Admin Specialist II		150100	55.00	2	0	5,561.16	54.00	2	0	5,705.92	
<b>Cost Diff (Curr Year):</b>								<b>\$2,528.56</b>		<b>Cost Diff (Dev Year): \$2,601.40</b>		

**Funding Source Comments**

Positions will remain at same funding level. Additional Salary and Benefits pay units may be re-allocated separately, or cost will be covered by discretionary if position filled before that time.

**Narrative**

This is a department initiated reclassification request. Duties are consistent with the class of Administrative Specialist II title job specification. Therefore, HRS is approving the reclassification as requested

**Specialty Designation**


**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Erika Beams

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

DEC 16 2020

Secretary to Commission

  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020	CSC Agenda Date: 12/16/2020
Control #: 21-36283	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
Request Type: Reclass Position	Business Unit: Dept of Child Support Services

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 0219	Admin Specialist II	309540	330100	56.00	-1	-12	136,962.00	55.00	-1	-12	140,506.00
TO 0322	Departmental Communicatns Mgr		330100	53.00	1	12	186,681.00	53.00	1	12	186,681.00

**Cost Diff (Curr Year): \$49,719.00      Cost Diff (Dev Year): \$46,175.00**

**Funding Source Comments**  
Use Child Support Supervisor I (Pos#309795) to fund the cost deficit of this transaction.


**Narrative**  
This is a departmental-initiated reclassification request. Duties are consistent with Departmental Communications Manager job specification and therefore, Human Resource Services is approving this reclassification request.

**Specialty Designation**

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Sandy Kim

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

DEC 16 2020  
Secretary to Commission  
  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020	CSC Agenda 12/16/2020
Control #: 20-34538	Date:
Request Type: Reclass Position	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
	Business Unit: Probation

ACT	Job Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
						# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR	1128	Specialist Clerk I	302859	250401	57.00	-1	-12	-94,210.00	56.00	-1	-12	-96,694.00
TO	1129	Specialist Clerk II		250401	55.00	1	12	99,628.00	54.00	1	12	102,293.00
						<b>Cost Diff (Curr Year):</b>			<b>Cost Diff (Dev Year):</b>			
						<b>\$5,418.00</b>			<b>\$5,599.00</b>			

Funding Source Comments  
DS&S


Narrative  
This is a employee-initiated reclassification request. Duties are consistent with the classification of the Specialist Clerk II job spec. Therefore, the employee will be upgraded via non-competitive qualifying. HRS is approving this reclassification request.

Specialty Designation

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
302859	105500	Fresquez,Brooke Courtney	250401	1128	TENU	Full Time	NCQ

HR Analyst: Tracy Gonzalez

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

DEC 16 2020  
Secretary to Commission  
  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020	CSC Agenda Date: 12/16/2020
Control #: 21-36289	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
Request Type: Reclass Position	Business Unit: Retirement

ACT	Job Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
						# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR	1352	Retirement Technician	401093	910101	42.00	-1	0	0.00	42.00	-1	0	0.00
TO	1353	Senior Retirement Tech		910101	40.00	1	0	0.00	40.00	1	0	0.00

**Cost Diff (Curr Year): \$0.00      Cost Diff (Dev Year): \$0.00**

Funding Source Comments

Narrative  
This is a department- initiated reclassification request. Duties are consistent with the class of Senior Retirement Technician job spec. Therefore, HRS is approving the reclassification as requested.

Specialty Designation

**POS #    Empl ID    Empl Name    HR Dept    Job Code    Empl Class    Status    Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Tracy Gonzalez

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

**DEC 16 2020**

Secretary to Commission

*Joe Angelo*  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020	CSC
Control #: 21-36290	Agenda 12/16/2020
Request Type: Reclass Position	Date:
	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
	Business Unit: Retirement

ACT	Job Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
						# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR	1352	Retirement Technician	312721	910101	42.00	-1	0	0.00	42.00	-1	0	0.00
TO	1353	Senior Retirement Tech		910101	40.00	1	0	0.00	40.00	1	0	0.00

**Cost Diff (Curr Year): \$0.00      Cost Diff (Dev Year): \$0.00**

Funding Source Comments

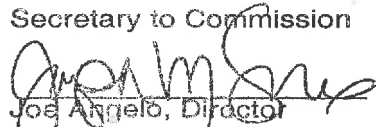
Narrative  
This is a department- initiated reclassification request. Duties are consistent with the class of Senior Retirement Technician job spec. Therefore, HRS is approving the reclassification as requested.

Specialty Designation

**POS #    Empl ID    Empl Name    HR Dept    Job Code    Empl Class    Status    Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Tracy Gonzalez

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

DEC 16 2020  
Secretary to Commission  
  
Joe Angelo, Director  
Human Resource Services



**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020  
 Control #: 20-35354  
 Request Type: Reclass Position

CSC Agenda Date: 12/16/2020  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Social Services Agency

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 1120	Clerk II	307552	320130	66.00	-1	-12	87,015.00	65.00	-1	-12	89,217.00
TO 1128	Specialist Clerk I		320130	65.00	1	12	89,783.00	64.00	1	12	92,081.00
							<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>		
							<b>\$2,768.00</b>		<b>\$2,864.00</b>		

Funding Source Comments  
To be determined later

Narrative  
This is a employee-initiated reclassification request. Duties are consistent with the class of Specialist Clerk I job spec. Therefore, HRS is approving the reclassification as requested.

Specialty Designation

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
307552	210308	Viehland,Norma Jean	320130	1120	TENU	Full Time	NCQ

HR Analyst: Montrice Goodman

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

DEC 16 2020

Secretary to Commission

  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020  
 Control #: 20-35355  
 Request Type: Reclass Position

CSC Agenda Date: 12/16/2020  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Social Services Agency

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 1120	Clerk II	307044	320130	66.00	-1	-12	87,015.00	65.00	-1	-12	89,217.00
TO 1128	Specialist Clerk I		320130	65.00	1	12	89,783.00	64.00	1	12	92,081.00
								<b>Cost Diff (Curr Year):</b>	<b>Cost Diff (Dev Year):</b>		
								<b>\$2,768.00</b>	<b>\$2,864.00</b>		

Funding Source Comments  
To be determined later

Narrative  
This is a employee-initiated reclassification request. Duties are consistent with the class of Specialist Clerk I job spec. Therefore, HRS is approving the reclassification as requested.

Specialty Designation

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
307044	210849	Valdez-Chairez,Rhonda M	320130	1120	TENU	Full Time	NCQ

HR Analyst: Montrice Goodman

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

**DEC 16 2020**

Secretary to Commission

  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 12/27/2020  
 Control #: 21-36255  
 Request Type: Reclass Position

CSC Agenda Date: 12/16/2020  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Social Services Agency

Job ACT Code	Job Title	HR POS #	HR Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 6796	Staff Development Specialist	307161	320130	52.00	-1	-12	143,653.00	52.00	-1	-12	147,469.00
TO 6793	E-Studio Instrctn Design Trn		320130	52.00	1	0	142,371.00	52.00	1	0	142,371.00
							<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>		
							<b>-\$1,282.00</b>		<b>-\$5,098.00</b>		

Funding Source Comments  
 There's no cost change.

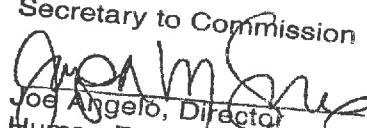
Narrative  
 This is a department-initiated reclassification request. Duties are consistent with the class of E- Studio Instructional Design Trainer job spec. Therefore, HRS is approving the reclassification as requested.

Specialty Designation

POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt  
 No Incumbents Found for this Request

HR Analyst: Montrice Goodman

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**DEC 16 2020**  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

<b>G. Classification Recommendations</b>	
<b>Department:</b>	<b>Regarding:</b>
County Administrator's Office	<ol style="list-style-type: none"> <li>1. Reallocate one position of 1142, Administrative Assistant, to 0214, Financial Services Specialist II (21-36083).</li> </ol>
HCSA	<ol style="list-style-type: none"> <li>2. Reallocate one position of 0214, Financial Services Specialist II, to 0215, Senior Financial Services Specialist (20-35046).</li> <li>3. Reallocate one position of 5665, Registered Environmental Health Specialist, to #5650, Hazardous Materials Specialist, Local Oversight Program (21-35406).</li> <li>4. Reallocate one position of 5605, Microbiologist, to 5615, Supervising Microbiologist (21-35547).</li> <li>5. Reallocate one position of 0305, Program Specialist, to 1142, Administrative Assistant (21-35617).</li> <li>6. Reallocate one position of 5305, Registered Nurse II, to 5315, Registered Nurse III, PHN Option (21-35660).</li> <li>7. Reallocate one position of 5097, Consumer Family/Relations Program Assistant, to 0320, Public Information Specialist, Behavior Hlth Managed Option (21-35842).</li> <li>8. Reallocate one position of 0305, Program Specialist, to 5095, Compliance Officer, Behavioral Health Care Services (21-35843).</li> <li>9. Reallocate one position of 7879, Health Services Trainee, to 5085, Division Director, Public Health (21-35949).</li> <li>10. Reallocate one position of 5305, Registered Nurse II, PHN/Pediatric, to 5085, Division Director, Public Health (21-36117).</li> <li>11. Reallocate one position of 1310, Account Clerk II, to 0214, Financial Services Specialist II (21-36254).</li> <li>12. Reallocate one position of 6513, Behavioral Health Crisis Intervention Specialist II, to 6514, Behavioral Health Crisis Intervention Specialist Supervisor (21-36300).</li> <li>13. Reallocate one position of 1142, Administrative Assistant, to 0219, Administrative Specialist II (21-36301).</li> </ol>

Probation	<ol style="list-style-type: none"><li>14. Reallocate one position of 6115, Deputy Probation Officer III, to 6115 P, Deputy Probation Officer III Project (21-36364).</li><li>15. Reallocate one position of 1128, Specialist Clerk I, to 6118, Probation Specialist (21-36368).</li></ol>
Sheriff's Office	<ol style="list-style-type: none"><li>16. Allocate <b>two</b> additional positions of 8604, Deputy Sheriff II (21-35746).</li><li>17. Allocate one additional position of 8617, Sergeant (21-36293).</li></ol>

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-36083  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: County Administrator

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 1142	Admin Assistant	310778	120200	43.00	-1	-12	109,139.00	43.00	-1	-12	112,394.00
TO 0214	Financial Svcs Specialist II		120200	61.00	1	12	171,799.00	60.00	1	12	176,260.00
								<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>	
								\$62,660.00		\$63,866.00	

Funding Source Comments  
TBD

**Narrative**

This is an employee-initiated reclassification request. Duties are consistent with the Financial Services Specialist II job specification; therefore, Human Resource Services approves this reclassification request.

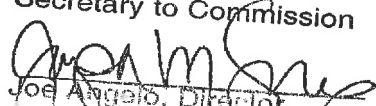
Position 310778 will be reclassified from Administrative Assistant to Financial Services Specialist II; however, the initial appointment for this employee will be the Financial Services Specialist I classification.

**Specialty Designation**

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
310778	210445	Brown, Corey Addison	120200	1142	TENU	Full Time	Flex Position/EE Appt to Lower Level

HR Analyst: Stacy Angelo

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

JAN 13 2021  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 20-35046  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Health Care Services Agency

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 0214	Financial Svcs Specialist II	310988	350500	53.00	-1	-12	133,320.00	53.00	-1	-12	136,937.00
TO 0215	Senior Financial Svcs Spec		350500	52.00	1	12	138,964.00	52.00	1	12	142,764.00
								<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>	
								<b>\$5,644.00</b>		<b>\$5,827.00</b>	

Funding Source Comments  
 County general funds

Narrative  
 HRS recommends approval of the request to reallocate the position (and reclassify the incumbent) from 0214 Financial Services Specialist II to 0215 Sr Financial Services Specialist, in which the standard duties are consistent w/ the classification specification.

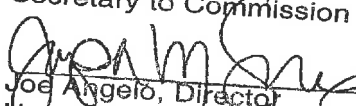
Specialty Designation

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
310988	206063	Drake, Tess Lorraine	350500	0214	TENU	Full Time	NCQ

HR Analyst: Nicole Lewis-Bolton

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**JAN 13 2021**

Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021                      CSC Agenda Date: 1/13/2021  
 Control #: 21-35406    Status:  
 Request Type: Reclass Position                      Business Unit: Health Care Services Agency

Job	ACT Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
						# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
Reg	FR 5665	EnvrnmntlHlth Specialist	311219	351100	51.00	-1	-12	145,877.00	50.00	-1	-12	150,021.00
Hazardous	TO 5650	Materials Spec		351100	51.00	1	12	148,400.00	50.00	1	12	155,253.00
								<b>Cost Diff (Curr Year):</b>	<b>Cost Diff (Dev Year):</b>			
								<b>\$2,523.00</b>	<b>\$5,232.00</b>			

**Funding Source Comments**  
 From S&S account 610461

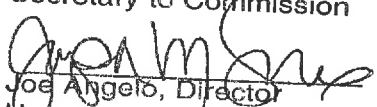
**Narrative**  
 This is a departmental-initiated reclassification request. Duties are consistent with Hazardous Materials Specialist job specification and therefore, Human Resource Services is approving this reclassification request.

**Specialty Designation**  
 Local Oversight Program

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request

HR Analyst: Sandy Kim

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**JAN 13 2021**  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services





HUMAN RESOURCE SERVICES  
**Position Request System**

HOME    REQUEST    REPORT    RESOURCES

You are logged in as : user/sandkim  
Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of [New](#)

[Window](#)

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

JAN 13 2021

Secretary to Commission

*Joe Angelo*  
Joe Angelo, Director  
Human Resource Services

**Projected Effective Date:** 1/24/2021

**CSC Agenda Date:** 1/13/2021

**Control #:** 21-35547

**Status:** Request is reviewed As-Is by HR Analyst, pending for HR Approval.

**Request Type:** Reclass Position

**Business Unit:** Health Care Services Agency

Job		HR				2020/2021				2021/2022			
ACT	Code	Job Title	POS #	Department	Bft Pct	# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost	
FR	5605	Microbiologist	310340	350261	51.00	-1	12	129,400.00	51.00	-1	12	133,120.00	
TO	5615	Suprvsing Microbiologist		350261	51.00	1	12	150,032.00	51.00	1	12	150,141.00	
<b>Cost Diff (Curr Year):</b>									<b>Cost Diff (Dev Year):</b>				
<b>\$20,632.00</b>									<b>\$17,021.00</b>				

**Funding Source Comments**

General Fund

**Narrative**

This is an employee-initiated reclassification request. Duties are consistent with the Supervising Microbiologist job specification and therefore, Human Resource Services is approving this reclassification request.

**Specialty Designation**

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
310340	211625	Varghese,Vici	350261	5605	TENU	Full Time	NCQ

**HR Analyst: Sandy Kim**

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-35617  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Health Care Services Agency

Job ACT Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 0305	Program Specialist	400550	350500	51.00	-1	-12	148,504.00	50.00	-1	-12	152,565.00
TO 1142	Admin Assistant		350500	55.00	1	12	110,526.00	54.00	1	12	113,570.00
								<b>Cost Diff (Curr Year):</b>	<b>Cost Diff (Dev Year):</b>		
								<b>-\$37,978.00</b>	<b>-\$38,995.00</b>		

Funding Source Comments  
 County General Funds

Narrative  
 This is a departmental request to reallocate the vacant position of 0305 Program Specialist to 1142 Administrative Assistant, in which the standard duties are consistent w/ the classification specification, therefore HRS recommends approval of this request.

Specialty Designation


**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request

HR Analyst: Nicole Lewis-Bolton

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

JAN 13 2021

Secretary to Commission

  
 Joe Angelo, Director  
 Human Resource Services



HUMAN RESOURCE SERVICES  
**Position Request System**

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**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

**Projected Effective Date:** 1/24/2021      **CSC Agenda Date:** 1/13/2021  
**Control #:** 21-35660      **Status:** Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
**Request Type:** Reclass Position      **Business Unit:** Health Care Services Agency

Job		HR		2020/2021				2021/2022				
ACT	Code	Job Title	POS #	Department	Bft Pct	# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR	5305	Registered Nurse II	310093	350261	44.00	-1	0	0.00	44.00	-1	0	0.00
TO	5315	Registered Nurse III		350261	44.00	1	0	0.00	43.00	1	0	0.00
<b>Cost Diff (Curr Year):</b>									<b>Cost Diff (Dev Year):</b>			
<b>\$0.00</b>									<b>\$0.00</b>			

**Funding Source Comments:**  
General Fund

**Narrative:**  
This is a departmental request to reallocate the vacant position of 5305 Registered Nurse II (PHN Option) to 5315 Registered Nurse III (PHN Option). The duties listed are consistent with the classification specification, therefore HRS recommends approval of this request.

**Specialty Designation:**  
PHN

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Recommendation	Approved by	Approved of Appt
No Incumbents Found for this Request						Alameda County Civil Services Commission Meeting of	Joe Angelo, Director	

**HR Analyst: Angelica Cuevas**

**JAN 13 2021**  
Secretary to Commission  
*Joe Angelo*  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-35842  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Health Care Services Agency

Job ACT Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 5097	Consumer Fam/Rela Prog Asst	310919	350500	55.00	-1	0	0.00	54.00	-1	0	0.00
TO 0320	Public Information Specialist		350500	62.00	1	0	0.00	62.00	1	0	0.00
								<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>	
								<b>\$0.00</b>		<b>\$0.00</b>	

Funding Source Comments  
 County General Funds

Narrative  
 This is a departmental request to reallocate the vacant position of 5097 Consumer Family/Relations Program Assistant to 0320 Public Information Specialist, in which the standard duties are consistent w/ the classification specification, therefore HRS recommends approval of this request and recommends the Department resolves the CAO's question.

Specialty Designation  
 Behavior Hlth Managed Option


POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt  
 No Incumbents Found for this Request

HR Analyst: Nicole Lewis-Bolton

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**JAN 13 2021**

Secretary to Commission

  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-35843  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Health Care Services Agency

Job ACT Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 0305	Program Specialist	400901	350500	51.00	-1	0	0.00	50.00	-1	0	0.00
TO 5095	Compliance Officer, BHCS		350500	0.00	1	0	0.00	0.00	1	0	0.00
								<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>	
								<b>\$0.00</b>		<b>\$0.00</b>	

Funding Source Comments  
 County General funds

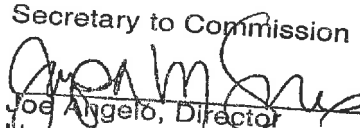
Narrative  
 This is a departmental request to reallocate the vacant position of 0305 Program Specialist to 5095 Compliance Officer BHCS, in which the standard duties are consistent w/ the classification specification, therefore HRS recommends approval of this request and recommends the Department resolves the CAO's question.

Specialty Designation

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request

HR Analyst: Nicole Lewis-Bolton

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**JAN 13 2021**  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021	CSC Agenda Date: 1/13/2021
Control #: 21-35949	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
Request Type: Reclass Position	Business Unit: Health Care Services Agency

<b>Job</b>		<b>HR</b>		<b><u>2020/2021</u></b>				<b><u>2021/2022</u></b>			
<b>ACT Code</b>	<b>Job Title</b>	<b>POS #</b>	<b>Department</b>	<b>Bft Pct</b>	<b># POS</b>	<b># PU</b>	<b>Cost</b>	<b>Bft Pct</b>	<b># POS</b>	<b># PU</b>	<b>Cost</b>
FR 7879	Health Services Trainee	400974	350241	74.00	-1	0	0.00	72.00	-1	0	0.00
TO 5085	Division Dir, Public Health		350241	44.00	1	0	0.00	43.00	1	0	0.00
								<b>Cost Diff (Curr Year):</b>		<b>Cost Diff (Dev Year):</b>	
								<b>\$0.00</b>		<b>\$0.00</b>	

Funding Source Comments  
General Fund

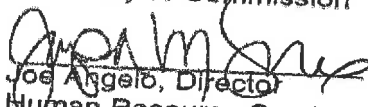
Narrative  
This is a departmental request to reallocate the vacant position of 7879 Health Services Trainee to 5085 Division Director, Public Health. The duties listed are consistent with the classification specification, therefore HRS recommends approval of this request.

Specialty Designation

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Angelica Cuevas

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

JAN 13 2021  
Secretary to Commission  
  
Joe Angelb, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021	CSC
Control #: 21-36117	Agenda 1/13/2021
Request Type: Reclass Position	Date:
	Status: Request is reviewed As-Modified by HR Analyst, pending for HR Approval.
	Business Unit: Health Care Services Agency

Job ACT Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 5305	Registered Nurse II	310144	350241	44.00	-1	-12	179,074.00	44.00	-1	-12	184,373.00
TO 5085	Division Dir, Public Health		350241	44.00	1	12	199,858.00	43.00	1	12	205,289.00

**Cost Diff (Curr Year): \$20,784.00      Cost Diff (Dev Year): \$20,916.00**

Funding Source Comments  
General Fund

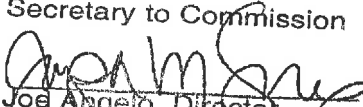
Narrative  
This is a department initiated request to reallocate vacant position of Registered Nurse II (PHN/Pediatric) to Division Director, Public Health. The duties are aligned with the classification, therefore HRS recommends the approval of this request.

Specialty Designation

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Angelica Cuevas

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

**JAN 13 2021**  
Secretary to Commission  
  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-36254  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Health Care Services Agency

Job ACT Code	Job Title	HR POS #	HR Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 1310	Account Clerk II	311006	350500	62.00	-1	-12	90,204.00	61.00	-1	-12	92,574.00
TO 0214	Financial Svcs Specialist II		350500	53.00	1	12	133,277.00	53.00	1	12	136,848.00

**Cost Diff (Curr Year): \$43,073.00**  
**Cost Diff (Dev Year): \$44,274.00**

Funding Source Comments  
 County General Funds

Narrative  
 This is a departmental request to reallocate the vacant position of 1310 Account Clerk II to 0214 Financial Services Specialist II, in which the standard duties are consistent w/ the classification specification, therefore HRS recommends approval of this request.

Specialty Designation

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request

HR Analyst: Nicole Lewis-Bolton

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**JAN 13 2021**

Secretary to Commission

  
 Joe Angelo, Director  
 Human Resource Services



**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-36300  
 Request Type: Reclass Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.  
 Business Unit: Health Care Services Agency

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 6513	Behav Hlth Crisis Intr Spec II	310665	350500	46.00	-1	-12	160,504.00	46.00	-1	-12	165,228.00
TO 6514	Behav Hlth Crisis Intr Sup		350500	46.00	1	12	179,668.00	47.00	1	12	179,741.00
<b>Cost Diff (Curr Year):</b>								<b>Cost Diff (Dev Year):</b>			
<b>\$19,164.00</b>								<b>\$14,513.00</b>			

**Funding Source Comments**

The current BHCIS Supervisor is already operating beyond capacity and without an additional BHCIS Supervisor, Crisis Services will not be able to support the staff needed to reach full capacity. A Budget Modification is for personnel only and will fund the reclassification of one existing vacant FTE Behavioral Health Crisis Intervention Specialist I/II (position 310665) to a FTE Behavioral Health Crisis Intervention Specialist Supervisor position using existing County General Fund dollars already approved within the ACBH Crisis Services Budget in FY 2020/21.

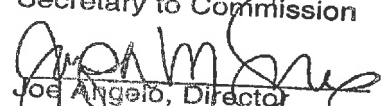
**Narrative**

This is a departmental request to reallocate the vacant position of 6513 Behavioral Health Crisis Intervention Specialist II to 6514 Behavioral Health Crisis Intervention Specialist Supervisor, in which the standard duties are consistent w/ the classification specification, therefore HRS recommends approval of this request and recommends the Department resolves the CAO's question.

**Specialty Designation**

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request  
 Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

HR Analyst: Nicole Lewis-Bolton

JAN 13 2021  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021	CSC Agenda Date: 1/13/2021
Control #: 21-36301	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
Request Type: Reclass Position	Business Unit: Health Care Services Agency

Job ACT Code	Job Title	HR POS #	Department	Bft Pct	2020/2021			2021/2022			
					# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR 1142	Admin Assistant	312581	350221	55.00	-1	-12	111,125.00	54.00	-1	-12	114,188.00
TO 0219	Admin Specialist II		350221	53.00	1	12	134,000.00	53.00	1	12	137,593.00
<b>Cost Diff (Curr Year):</b>								<b>Cost Diff (Dev Year):</b>			
<b>\$22,875.00</b>								<b>\$23,405.00</b>			

Funding Source Comments  
General Fund

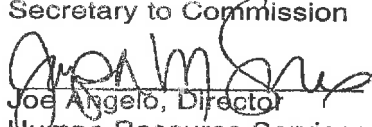
Narrative  
This is a departmental request to reallocate the vacant position of 1142 Administrative Assistant to 0219 Administrative Specialist II. The duties listed are consistent with the classification specification, therefore HRS recommends approval of this request.

Specialty Designation

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
No Incumbents Found for this Request

HR Analyst: Angelica Cuevas

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

**JAN 13 2021**  
Secretary to Commission  
  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021	CSC Agenda Date: 1/13/2021
Control #: 21-36364	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
Request Type: Reclass Position	Business Unit: Probation

ACT	Job Code	Job Title	POS #	HR Department	Bft Pct	2020/2021			2021/2022			
						# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR	6115	Deputy Probation Officer III	302331	250200	89.00	-1	0	0.00	89.00	-1	0	0.00
TO	6115 P	Deputy Probation Officer III P		250200	89.00	1	0	0.00	89.00	1	0	0.00
<b>Cost Diff (Curr Year):</b>									<b>Cost Diff (Dev Year):</b>			
<b>\$0.00</b>									<b>\$0.00</b>			

Funding Source Comments \_\_\_\_\_

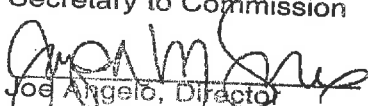
Narrative \_\_\_\_\_  
 This is a department-initiated reclassification request to reclassify a regular position to the same class but with a project designation, therefore, HRS is approving this reclass.

Specialty Designation \_\_\_\_\_

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
No Incumbents Found for this Request							

HR Analyst: Tracy Gonzalez

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

**JAN 13 2021**  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021	CSC Agenda Date: 1/13/2021
Control #: 21-36368	Status: Request is reviewed As-Is by HR Analyst, pending for HR Approval.
Request Type: Reclass Position	Business Unit: Probation

Job		HR				<u>2020/2021</u>			<u>2021/2022</u>			
ACT	Code	Job Title	POS #	Department	Bft Pct	# POS	# PU	Cost	Bft Pct	# POS	# PU	Cost
FR	1128	Specialist Clerk I	302296	250301	68.00	-1	0	0.00	66.00	-1	0	0.00
TO	6118	Probation Specialist		250301	90.00	1	0	0.00	89.00	1	0	0.00
								<b>Cost Diff (Curr Year):</b>	<b>Cost Diff (Dev Year):</b>			
								<b>\$0.00</b>	<b>\$0.00</b>			

Funding Source Comments  
AB109

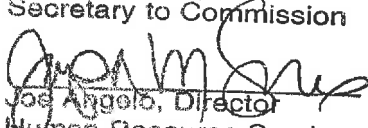
Narrative  
This is a department- initiated reclassification request. Duties are consistent with the class of the Probation Specialist job spec. Therefore, HRS is approving this reclassification as requested.

Specialty Designation

POS #	Empl ID	Empl Name	HR Dept	Job Code	Empl Class	Status	Method of Appt
No Incumbents Found for this Request							

HR Analyst: Tracy Gonzalez

Recommendation Approved  
Alameda County Civil Services Commission  
Meeting of

JAN 13 2021  
Secretary to Commission  
  
Joe Angelo, Director  
Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-35746  
 Request Type: Add Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed by HR Analyst, pending for approval.  
 Business Unit: Sheriff's Office <sup>DS</sup> EL

Job ACT Code	Job Title	POS #	HR Department	Bft Pct	2020/2021		Cost	2021/2022		Cost	
					# POS	# PU		# POS	# PU		
TO 8604	Deputy Sheriff II	000000	290631	78.00	2	0	0.00	78.00	2	0	0.00

**Cost Diff (Curr Year): \$0.00**  
**Cost Diff (Dev Year): \$0.00**

Funding Source Comments

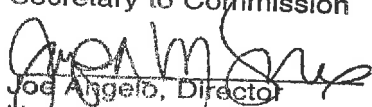
Narrative  
 Request to add unfunded Deputy Sheriff II (8604) position at YFSB. E. Lemi x26434 \*TWO positions. E. Lemi x26434

Specialty Designation

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request

HR Analyst: Elaine Lemi  
 DocuSigned by:  
 Elaine Lemi 12/28/2020  
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Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

JAN 13 2021  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services

**COUNTY OF ALAMEDA  
POSITION/PAY UNIT CHANGE SYSTEM  
Addition/Reclassification Request Detail**

Projected Effective Date: 1/24/2021  
 Control #: 21-36293  
 Request Type: Add Position

CSC Agenda Date: 1/13/2021  
 Status: Request is reviewed by HR Analyst, pending for approval.  
 Business Unit: Sheriff's Office DS  
EL

Job	HR	<u>2020/2021</u>				<u>2021/2022</u>						
		ACT Code	Job Title	POS #	Department	Bft Pct	# POS	# PU	Cost	Bft Pct	# POS	# PU
TO 8617	Sergeant	000000	290641	76.00	1	12	313,562.00	76.00	1	12	316,417.00	
<b>Cost Diff (Curr Year):</b>								<b>Cost Diff (Dev Year):</b>				
<b>\$313,562.00</b>								<b>\$316,417.00</b>				

**Funding Source Comments**

**Narrative**

Agency request to add funded Sergeant (8617) position for LES contract. E. Lemi x26434


**Specialty Designation**

**POS # Empl ID Empl Name HR Dept Job Code Empl Class Status Method of Appt**  
 No Incumbents Found for this Request

HR Analyst: Elaine Lemi

DocuSigned by:  
Elaine Lemi 12/28/2020  
 4EC05A35891047D...

Recommendation Approved  
 Alameda County Civil Services Commission  
 Meeting of

JAN 13 2021  
 Secretary to Commission  
  
 Joe Angelo, Director  
 Human Resource Services