

Human Resource Services

Lakeside Plaza Building
1405 Lakeside Drive
Oakland, CA 94612-4305
TDD: (510) 272-3703

March 21, 2014

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Transmittal of Classification Actions

Dear Board Members:

RECOMMENDATION:

That your Honorable Board approve the classification actions taken by the Civil Service Commission for Health Care Services Agency, Probation Department, Sheriff's Office and Zone 7 on March 19, 2014.

DISCUSSION/FINDINGS:

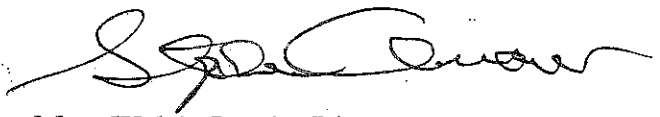
Submitted are the classification actions taken by the Civil Service Commission for Health Care Services Agency, Probation Department, Sheriff's Office and Zone 7 on March 19, 2014.

Also submitted is that section of the Commission agenda which lists the classification actions and which was 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.

Very truly yours,


for Mary Welch, Interim Director
Human Resource Services

SA:po

| III. CONSENT MATTERS - APPROVED | |
|---|---|
| F. <u>Classification Recommendations</u> - Approved | |
| Department: | Re: |
| Health Care Services Agency | <ol style="list-style-type: none"> 1. Allocate two additional positions of 1485, Health Insurance Technician (14-01115). 2. Allocate one additional position of 0207, Senior Management Analyst (14-01117). 3. Reallocate one position of 5656, Supervising Hazardous Materials Specialist to 5657, Chief, Environmental Health (14-00878). 4. Reallocate one position of 0423, Information Systems Coordinator to 0420, Information Systems Manager (14-00899). 5. Reallocate one position of 6510P, Behavioral Clinician II (Project) to 6316P, Clinical Psychologist (Project) (14-01274). 6. Reallocate one position of 5315P, Registered Nurse III (Project) to 0308P, Supervising Program Specialist (Project) (Homeless Program Specialty Designation) (14-01299). |
| Probation Department | <ol style="list-style-type: none"> 7. Reallocate one position of 1212N, Transcriptionist Services-As-Needed to 1142, Administrative Assistant (14-01198). |
| Sheriff's Office | <ol style="list-style-type: none"> 8. Reallocate one position of 1220, Secretary II to 0214, Financial Services Specialist II (14-00810). 9. Reallocate one position of 0219, Administrative Specialist II to 0214, Financial Services Specialist II (14-01239). 10. Reallocate one position of 1125, Payroll Records Clerk to 0214, Financial Services Specialist II (14-01223). 11. Reallocate one position of 1124, Lead Clerk to 1120, Clerk II (14-01272). |
| Zone 7 | <ol style="list-style-type: none"> 12. Allocate one additional position of 4964, Assistant Engineer/Geologist, Zone 7 (14-01199). |

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COUNTY OF ALAMEDA

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01115 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| TO | 350101 | 1485 | | | 54.11 | 2 | 24 | 198,310 | 54.64 | 2 | 24 | 201,026 |
| Health Insurance Technic | | | | | | | | | | | | |
| TOTALS: | | | | | 2 | | 24 | 198,310 | | 2 | | 201,026 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

PER BOS MINUTE ORDER APPROVAL OF FILE 29188
 R-2014-41F, THIS REQUEST IS TO ADD POSITIONS TO
 DETERMINE POTENTIAL CLIENT ELIGIBILITY FOR
 FEDERAL, STATE OR COUNTY HEALTH INSURANCE PROGRAMS
 AND APPEARS WARRANTED BASED ON REVIEW OF THE PDQ.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: RAYOUNG PERSONNEL ANALYST: YOUNG (X26393)

Recommendation Approved
 Alameda County Civil Service Commission
 Meeting of

MAR 19 2014

Interim Secretary to Commission

[Signature]
 Stephen A. Arao, Deputy Director
 Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

03/07/14

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01117

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|---------|--------|-------|-----|-----------------------------|-----------|---------|-----|----|-----------|----|---------|
| ACT | HR DEPT | JOB CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | | |
| TO | 350101 | 0207 | 53.10 | 1 | 12 | 142,282 | 53.19 | 1 | 12 | 146,878 | | |
| Senior Management Analysts | | | | | | | | | | | | |
| TOTALS: | | | | | 1 | 12 | 142,282 | 1 | | | 12 | 146,878 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

PER BOS MINUTE ORDER APPROVAL OF FILE 29188 R-2014-41F, THIS REQUEST IS TO ADD A POSITION TO PLAN, DIRECT AND REVIEW THE WORK OF A SMALL PROFESSIONAL STAFF UNIT; WILL PLAN AND ORGANIZE ANALYTICAL STUDIES FOR THE DECISION SUPPORT UNIT, AND APPEARS TO BE WARRANTED BASED ON A REVIEW OF THE PDQ.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: RAYOUNG PERSONNEL ANALYST: YOUNG (X26393)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA
 POSITION / PAY UNIT CHANGE SYSTEM
 POSITION / PAY UNIT REQUEST DETAIL

03/11/14 PAGE 1

CONTROL #: 14-00878 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|---------|--------|-------|-----|-----------------------------|-----------|--------|-----|-----|-----------|---|--------|
| ACT | HR DEPT | JOB CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | | |
| FR | 351100 | 5656 | 53.01 | -1 | -12 | -149,967 | 53.35 | -1 | -12 | -150,355 | | |
| Suprvising Hazardous Materials Specialist | | | | | | | | | | | | |
| TO | 351100 | 5657 | 50.39 | 1 | 12 | 167,490 | 50.74 | 1 | 12 | 167,930 | | |
| Chief, Environmental Health | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 17,523 | 0 | | | 0 | 17,575 |

*** FUNDING SOURCE COMMENTS ***

TO BE DETERMINED BY FINANCE.

*** NARRATIVE ***

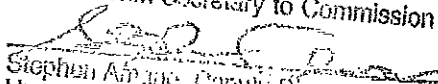
AFTER REVIEW OF MS. HUGO'S JOB DUTIES
 WE CONCUR THAT SHE SHOULD BE RECLASSED FROM
 SUPERVISING HAZARDOUS MATERIALS SPECIALIST TO
 CHIEF, ENVIRONMENTAL HEALTH.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
| Hugo, Susan L. | 351100 | 5656 | TENU/FULL | NCQ |

LOGON: HMORALES PERSONNEL ANALYST: HERLINDA M. CHACON

Recommendation Approved
 Alameda County Civil Service Commission
 Meeting of

MAR 19 2014

Interim Secretary to Commission

 Stephen Amato, Deputy Director
 Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

03/11/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00899 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | |
|--|-------|-----|-----|-----------|-----------------------------|--------|-----|-----------|--------|
| ACT HR DEPT JOB CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | |
| FR 350500 0423 | 51.92 | -1 | -12 | -145,398 | 52.56 | -1 | -12 | -146,060 | |
| Info Systems Coordinator | | | | | | | | | |
| TO 350500 0420 | 52.09 | 1 | 12 | 168,360 | 52.75 | 1 | 12 | 169,122 | |
| Info Systems Manager | | | | | | | | | |
| TOTALS: | | | | 0 | 0 | 22,962 | 0 | 0 | 23,062 |

*** FUNDING SOURCE COMMENTS ***

TO BE DETERMINED BY FINANCE.

*** NARRATIVE ***

AFTER REVIEW OF MS. BIBLIN'S JOB DUTIES,
WE CONCUR THAT SHE SHOULD BE RECLASSED FROM
AN INFORMATION SYSTEMS COORDINATOR TO
INFORMATION SYSTEMS MANAGER.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
| Biblin, Janet | 350500 | 0423 | TENU/FULL | NCQ |

LOGON: HMORALES PERSONNEL ANALYST: HERLINDA M. CHACON

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

[Signature]
Stephen Armano, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

03/11/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01274 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|-----|-----------|------------|-----|-----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 350251 | 6510 | P | | 53.68 | -1 | -12 | -116,533 | 54.22 | -1 | -12 | -118,144 |
| Behavioral Clinician II | | | | | | | | | | | | |
| TO | 350251 | 6316 | P | | 51.42 | 1 | 12 | 126,702 | 51.95 | 1 | 12 | 128,435 |
| Clinical Psychologist Project | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 10,169 | 0 0 10,291 | | | |

*** FUNDING SOURCE COMMENTS ***

TRUST CLINIC

*** NARRATIVE ***

THIS IS A RECLASS OF A VACANT POSITION TO
REALLOCATE BASED ON UNIT NEEDS

SPECIALTY DESIGNATION:

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: ASANDOVA PERSONNEL ANALYST: 03/10/14, ANNETTE SANDOVAL, X26434

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

[Signature]
Stephen Amato, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01299 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|---------|--------|-----|-------|-----------------------------|-----------|----------|-----------|----|-----------|----------|
| ACT | HR DEPT | JOB CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | |
| FR | 350251 | 5315 | P | 49.23 | -1 | -12 | -150,062 | 49.73 | -1 | -12 | -152,101 |
| Registered Nurse III Project | | | | | | | | | | | |
| TO | 350251 | 0308 | P | 58.72 | 1 | 12 | 151,565 | 58.76 | 1 | 12 | 156,427 |
| Supervising Program Specialist Project | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 1,503 | 0 0 4,326 | | | |

*** FUNDING SOURCE COMMENTS ***

TRUST CLINIC SPECIAL FUNDING

*** NARRATIVE ***

THIS IS A VACANT RECLASS BEING REALLOCATED
TO MEET UNIT NEEDS - TRUST CLINIC

SPECIALTY DESIGNATION: Homeless Program Specialty

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
|-------------------|---------|----------|----------------|----------------------|

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: ASANDOVA PERSONNEL ANALYST: 03/10/14, ANNETTE SANDOVAL X26434

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

[Signature]
Stephen Amano, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01198 PROBATION DEPARTMENT

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | BENEFIT --- 13 / 14 F Y --- | | | | BENEFIT --- 14 / 15 F Y --- | | | | |
|---------------------------------|--------|-------|-------|-----------------------------|-----|-----|----|-----------------------------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 250100 | 1212N | 69.46 | -1 | | 0 | | 00 | 70.16 | -1 | 0 | 00 |
| Transcriptionist SAN | | | | | | | | | | | | |
| TO | 250100 | 1142 | 60.35 | 1 | | 0 | | 00 | 60.95 | 1 | 0 | 00 |
| Admin Assistant | | | | | | | | | | | | |
| <i>Administrative Assistant</i> | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | | 0 | 00 | | 0 | | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPARTMENT INITIATED RECLASSIFICATION REQUEST TO RECLASSIFY ONE TRANSCRIPTIONIST POSITION TO ADMINISTRATIVE ASSISTANT. ADMIN. ASSISTANTS, UNDER GENERAL SUPERVISION, PROVIDE PARAPROFESSIONAL LEVEL ADMINISTRATIVE OPERATIONAL AND PROCEDURAL SUPPORT TO COUNTY DEPARTMENTS AND AGENCIES TO ASSIST WITH THE IMPLEMENTATION OF A VARIETY OF PROGRAMS AND PROJECTS AND TO DO RELATED WORK AS REQUIRED. REVIEWS A VARIETY OF DOCUMENTS RELATED TO THE OPERATIONS OF THE UNIT.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
|-------------------|---------|----------|----------------|----------------------|

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MOHILL PERSONNEL ANALYST: MONIQUE HILL (X24841)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

[Signature]
Stephen Amato, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00810

SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|--------|-----------|-------|-----|--------|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290641 | 1220 | | | 65.40 | -1 | -12 | -120,704 | 65.66 | -1 | -12 | -123,515 |
| Secretary II | | | | | | | | | | | | |
| TO | 290641 | 0214 | | | 66.38 | 1 | 12 | 131,391 | 66.35 | 1 | 12 | 135,548 |
| Financial Svcs Specialist (Financial services specialist II) | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 10,687 | | 0 | 0 | 12,033 | |

*** FUNDING SOURCE COMMENTS ***

N/A

*** NARRATIVE ***

THIS IS AN EMPLOYEE INITIATED RECLASSIFICATION REQUEST FOR DARLENE HORNSBY FROM A SECRETARY II TO A FINANCIAL SERVICES SPECIALIST II. AFTER COMPLETION OF THE JOB AUDIT & SUPERVISOR INTVW IT HAS BEEN WARRANTED THAT THE EE SHOULD BE RECLASSSED TO THE FSS II CLASSIFICATION. DUTIES REFLECT AN FSS II INCLUDING HANDLING FINANCIAL DOCS FOR THE CONTRACT SVCS UNIT; BUDGET DEVELOPMENT PROCESS; LIAISON BETWEEN COUNTY & CBO'S AND CONTRACTORS; & OTHER RELATED DUTIES AS REQUIRED.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|---------------------|---------|----------|----------------|----------------------|
| Hornsby, Darlene K. | 290641 | 1220 | TENU/FULL | NCQ |

LOGON: MIYOSHII PERSONNEL ANALYST: 01/13/2014 MICHY YOSHII

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

[Signature]
Stephen Ariano, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01239 SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290101 | 0219 | | | 61.64 | -1 | 0 | 00 | 61.66 | -1 | 0 | 00 |
| Admin Specialist II (Administrative Specialist II) | | | | | | | | | | | | |
| TO | 290101 | 0214 | | | 60.00 | 1 | 0 | 00 | 60.02 | 1 | 0 | 00 |
| Financial Svcs Specialist (Financial Services Specialist II) | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 00 | 0 | 0 | 00 | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT POSITION OF ADMINISTRATIVE SPECIALIST II TO A FINANCIAL SERVICES SPECIALIST II. THE DUTIES ARE IN LINE WITH THE JOB SPEC; MAKES REVENUE & EXPEN PROJECTS FOR ONE OR MULTIPLE BUDGETS; PREPARES & REVIEWS CLAIMS FOR REIMBURSEMENT & COSTS; ACTS AS FISCAL LIAISON BTWN THE DEPT & THE COUNTY W/ DIRECT SVC PROVIDERS & CBO'S; PREPARES GRANT REQ & IMPLEMENTATION DOCS AFTER AWARD; AND OTHER REL DUTIES AS NEEDED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

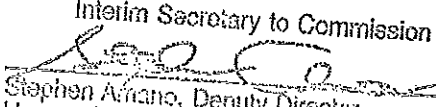
METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHII YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato, Deputy Director
Human Resource Services.

PQ-RC12

COUNTY OF ALAMEDA
 POSITION / PAY UNIT CHANGE SYSTEM
 POSITION / PAY UNIT REQUEST DETAIL
 SHERIFF'S OFFICE

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CONTROL #: 14-01223

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|---|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290101 | 1125 | | | 71.06 | -1 | 0 | 00 | 71.77 | -1 | 0 | 00 |
| Payroll Records Clerk | | | | | | | | | | | | |
| TO | 290101 | 0214 | | | 60.00 | 1 | 0 | 00 | 60.02 | 1 | 0 | 00 |
| Financial Svcs Specialist (Financial Services Specialist) | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 | 0 | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT FUNDED POSITION OF PAYROLL RECORDS CLERK TO FINANCIAL SERVICES SPECIALIST II. THE JOB DUTIES LISTED ARE REFLECTIVE OF THE JOB SPEC; MAKES REVENUE & EXPENDITURE PROJECTIONS FOR ONE OR MULTIPLE BUDGETS; PREPARES & REVIEWS CLAIMS FOR REIMB & COST REPORTS; ACTS AS FISCAL LIAISON BTW THE DEPT & THE COUNTY W/ DIRECT SVC PROVIDERS & CBO'S; PREPARES GRANT REQUESTS & IMPLEMENTATION; AND OTHER RELATED DUTIES AS NEEDED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHY YOSHII X26463

Recommendation Approved
 Alameda County Civil Service Commission
 Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Ahana, Deputy Director
 Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

03/06/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01272

SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | | BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | |
|--------------------|--------|------|-------|-------|-----------------------------|-----|-----------|-------|-----|-----------------------------|-----------|-----|-----|----|-----------|
| ACT | HR | DEPT | JOBCD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290511 | 1124 | | 68.86 | -1 | -12 | -83,062 | 69.61 | -1 | -12 | -84,237 | | | | |
| Lead Clerk | | | | | | | | | | | | | | | |
| TO | 290511 | 1120 | | 70.89 | 1 | 12 | 79,484 | 71.66 | 1 | 12 | 80,620 | | | | |
| Clerk II | | | | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | -3,578 | | 0 | 0 | -3,617 | | | | |

*** FUNDING SOURCE COMMENTS ***

290511-50400 SALARY SAVINGS

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT POSITION OF LEAD CLERK TO CLERK II. THE JOB DUTIES ARE REPRESENTATIVE OF THE JOB SPEC; ACTS AS RECEPTIONIST, GREETING & ASSISTING VISITORS & CALLERS; ORGANIZES, CLASSIFIES & FILES DOCS; ENTER DATA & INFO FROM AN ESTABLISHED GROUP OF SOURCE DOCS; TYPES A VARIETY OF CORRESPONDENCE, FORMS, LEGAL DOCS, REPORTS, ARTICLES, LABELS, ETC; MAINTAINS CONTROL RECORDS OR LOGS; AND OTHER RELATED DUTIES AS ASSIGNED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHII YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen A. Hano, Deputy Director
Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

02/28/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01199 ZONE 7 WATER AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| TO | 270721 | 4964 | | | 50.10 | 1 | 0 | 00 | 50.23 | 1 | 0 | 00 |
| Asst Engineer, Zone7 | | | | | | | | | | | | |

*Assistant Engineer /
Geologist, Zone 7*

| TOTALS: | | | | |
|---------|---|--|---|----|
| | 1 | | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPARTMENT INITATED REQUEST TO ADD ONE POSITION, ASSISTANT ENGINEER/GEOLOGIST, ZONE 7. THIS POSITION, UNDER GENERAL SUPERVISION, PERFORMS A VARIETY OF PROFESSIONAL ENGINEERING WORK RELATED TO WATER RESOURCES, FLOOD CONTROL, WATER SUPPLY, AND WATER TREATMENT AND DISTRIBUTION FACILITIES AND SYSTEMS AND PERFORMS RELATED WORK AS REQUIRED. ANALYZES DESIGN OR ASSISTS IN THE DESIGN OF A VARIETY OF ENGINEERING/GEOGRAPHICA PROJECTS. ACTS AS A RESIDENT ENGINEER/GEOLOGIST.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MOHILL PERSONNEL ANALYST: MONIQUE HILL (X24841)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato
Stephen Amato, Deputy Director
Human Resource Services

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III. CONSENT MATTERS - APPROVED

F. Classification Recommendations - Approved

| Department: | Re: |
|-----------------------------|---|
| Health Care Services Agency | <ol style="list-style-type: none"> 1. Allocate two additional positions of 1485, Health Insurance Technician (14-01115). 2. Allocate one additional position of 0207, Senior Management Analyst (14-01117). 3. Reallocate one position of 5656, Supervising Hazardous Materials Specialist to 5657, Chief, Environmental Health (14-00878). 4. Reallocate one position of 0423, Information Systems Coordinator to 0420, Information Systems Manager (14-00899). 5. Reallocate one position of 6510P, Behavioral Clinician II (Project) to 6316P, Clinical Psychologist (Project) (14-01274). 6. Reallocate one position of 5315P, Registered Nurse III (Project) to 0308P, Supervising Program Specialist (Project) (Homeless Program Specialty Designation) (14-01299). |
| Probation Department | <ol style="list-style-type: none"> 7. Reallocate one position of 1212N, Transcriptionist Services-As-Needed to 1142, Administrative Assistant (14-01198). |
| Sheriff's Office | <ol style="list-style-type: none"> 8. Reallocate one position of 1220, Secretary II to 0214, Financial Services Specialist II (14-00810). 9. Reallocate one position of 0219, Administrative Specialist II to 0214, Financial Services Specialist II (14-01239). 10. Reallocate one position of 1125, Payroll Records Clerk to 0214, Financial Services Specialist II (14-01223). 11. Reallocate one position of 1124, Lead Clerk to 1120, Clerk II (14-01272). |
| Zone 7 | <ol style="list-style-type: none"> 12. Allocate one additional position of 4964, Assistant Engineer/Geologist, Zone 7 (14-01199). |

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COUNTY OF ALAMEDA

03/07/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01115 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|------|--------|-------|-----|-----------------------------|-----------|---------|-----|----|-----------|----|---------|
| ACT HR | DEPT | JOB CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | | |
| TO 350101 | 1485 | | 54.11 | 2 | 24 | 198,310 | 54.64 | 2 | 24 | 201,026 | | |
| Health Insurance Technic | | | | | | | | | | | | |
| TOTALS: | | | | | 2 | 24 | 198,310 | 2 | | | 24 | 201,026 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

PER BOS MINUTE ORDER APPROVAL OF FILE 29188
 R-2014-41F, THIS REQUEST IS TO ADD POSITIONS TO
 DETERMINE POTENTIAL CLIENT ELIGIBILITY FOR
 FEDERAL, STATE OR COUNTY HEALTH INSURANCE PROGRAMS
 AND APPEARS WARRANTED BASED ON REVIEW OF THE PDQ.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: RAYOUNG PERSONNEL ANALYST: YOUNG (X26393)

Recommendation Approved
 Alameda County Civil Service Commission
 Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen A. ...
 Stephen A. ..., Deputy Director
 Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

03/07/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01117 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-------|---------|-----------|-------|-----|---------|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| TO | 350101 | 0207 | | | 53.10 | 1 | 12 | 142,282 | 53.19 | 1 | 12 | 146,878 |
| Senior Management Analys | | | | | | | | | | | | |
| | | | | | ===== | ===== | ===== | ===== | | | | |
| TOTALS: | | | | | 1 | 12 | 142,282 | | 1 | 12 | 146,878 | |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

PER BOS MINUTE ORDER APPROVAL OF FILE 29188
 R-2014-41F, THIS REQUEST IS TO ADD A POSITION TO
 PLAN, DIRECT AND REVIEW THE WORK OF A SMALL
 PROFESSIONAL STAFF UNIT; WILL PLAN AND ORGANIZE
 ANALYTICAL STUDIES FOR THE DECISION SUPPORT UNIT,
 AND APPEARS TO BE WARRANTED BASED ON A REVIEW OF
 THE PDQ.

| INCUMBENT | HR DEPT | JOB | CURRENT | METHOD |
|-----------|---------|------|---------|---------|
| NAME | | CODE | STATUS | OF APPT |

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: RAYOUNG PERSONNEL ANALYST: YOUNG (X26393)

Recommendation Approved
 Alameda County Civil Service Commission
 Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato
 Stephen Amato, Deputy Director
 Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA
POSITION / PAY UNIT CHANGE SYSTEM

03/11/14 PAGE 1

CONTROL #: 14-00878

POSITION / PAY UNIT REQUEST DETAIL

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|--------|-----------|-------|-----|--------|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 351100 | 5656 | | | 53.01 | -1 | -12 | -149,967 | 53.35 | -1 | -12 | -150,355 |
| Suprvising Hazardous Materials Specialist | | | | | | | | | | | | |
| TO | 351100 | 5657 | | | 50.39 | 1 | 12 | 167,490 | 50.74 | 1 | 12 | 167,930 |
| Chief, Environmental Health | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 17,523 | | 0 | 0 | 17,575 | |

*** FUNDING SOURCE COMMENTS ***

TO BE DETERMINED BY FINANCE.

*** NARRATIVE ***

AFTER REVIEW OF MS. HUGO'S JOB DUTIES
WE CONCUR THAT SHE SHOULD BE RECLASSED FROM
SUPERVISING HAZARDOUS MATERIALS SPECIALIST TO
CHIEF, ENVIRONMENTAL HEALTH.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
| Hugo, Susan L. | 351100 | 5656 | TENU/FULL | NCQ |

LOGON: HMORALES PERSONNEL ANALYST: HERLINDA M. CHACON

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Alvarez, Deputy Director
Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

03/11/14

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POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00899

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|-----|-----------|------------|-----|-----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 350500 | 0423 | | | 51.92 | -1 | -12 | -145,398 | 52.56 | -1 | -12 | -146,060 |
| Info Systems Coordinator | | | | | | | | | | | | |
| TO | 350500 | 0420 | | | 52.09 | 1 | 12 | 168,360 | 52.75 | 1 | 12 | 169,122 |
| Info Systems Manager | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 22,962 | 0 0 23,062 | | | |

*** FUNDING SOURCE COMMENTS ***

TO BE DETERMINED BY FINANCE.

*** NARRATIVE ***

AFTER REVIEW OF MS. BIBLIN'S JOB DUTIES,
WE CONCUR THAT SHE SHOULD BE RECLASSED FROM
AN INFORMATION SYSTEMS COORDINATOR TO
INFORMATION SYSTEMS MANAGER.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
| Biblin, Janet | 350500 | 0423 | TENU/FULL | NCQ |

LOGON: HMORALES PERSONNEL ANALYST: HERLINDA M. CHACON

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amiano
Stephen Amiano, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

03/11/14

PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01274

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | |
|--|---------|--------|-----|-------|----|-----------------------------|-------|--------|-----|-----------|--|
| ACT | HR DEPT | JOB CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | |
| FR | 350251 | 6510 | P | 53.68 | -1 | -12 -116,533 | 54.22 | -1 | -12 | -118,144 | |
| Behavioral Clinician II | | | | | | | | | | | |
| TO | 350251 | 6316 | P | 51.42 | 1 | 12 126,702 | 51.95 | 1 | 12 | 128,435 | |
| Clinical Psychologist Project | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 10,169 | | | |
| | | | | | | 0 | 0 | 10,291 | | | |

*** FUNDING SOURCE COMMENTS ***

TRUST CLINIC

*** NARRATIVE ***

THIS IS A RECLASS OF A VACANT POSITION TO
REALLOCATE BASED ON UNIT NEEDS

SPECIALTY DESIGNATION:


| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
|-------------------|---------|----------|----------------|----------------------|

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: ASANDOVA PERSONNEL ANALYST: 03/10/14, ANNETTE SANDOVAL, X26434

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

03/11/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01299

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | |
|---|---------|--------|-----|-------|--------------|-----------------------------|----------|-----------|-----------|-----|----------|
| ACT | HR DEPT | JOB CD | PCT | POS | PU COST/SAVE | PCT | POS | PU | COST/SAVE | | |
| FR | 350251 | 5315 | P | 49.23 | -1 | -12 | -150,062 | 49.73 | -1 | -12 | -152,101 |
| Registered Nurse III Project | | | | | | | | | | | |
| TO | 350251 | 0308 | P | 58.72 | 1 | 12 | 151,565 | 58.76 | 1 | 12 | 156,427 |
| Supervising Program Specialist | | | | | | | | | | | |
| Supervising Program Specialist Project | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 1,503 | 0 0 4,326 | | | |

*** FUNDING SOURCE COMMENTS ***

TRUST CLINIC SPECIAL FUNDING

*** NARRATIVE ***

THIS IS A VACANT RECLASS BEING REALLOCATED
TO MEET UNIT NEEDS - TRUST CLINIC

SPECIALTY DESIGNATION: Homeless Program Specialty

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

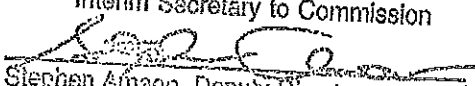
NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: ASANDOVA PERSONNEL ANALYST: 03/10/14, ANNETTE SANDOVAL X26434

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission


Stephen Amato, Deputy Director
Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

02/26/14

PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01198

PROBATION DEPARTMENT

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|-------|-----|----|-------|-----------------------------|----|-----------|--------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 250100 | 1212N | | | 69.46 | -1 | 0 | 00 | 70.16 | -1 | 0 | 00 |
| Transcriptionist SAN | | | | | | | | | | | | |
| TO | 250100 | 1142 | | | 60.35 | 1 | 0 | 00 | 60.95 | 1 | 0 | 00 |
| Admin Assistant | | | | | | | | | | | | |
| <i>Administrative Assistant</i> | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 0 00 | | | |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPARTMENT INITIATED RECLASSIFICATION REQUEST TO RECLASSIFY ONE TRANSCRIPTIONIST POSITION TO ADMINISTRATIVE ASSISTANT. ADMIN. ASSISTANTS, UNDER GENERAL SUPERVISION, PROVIDE PARAPROFESSIONAL LEVEL ADMINISTRATIVE OPERATIONAL AND PROCEDURAL SUPPORT TO COUNTY DEPARTMENTS AND AGENCIES TO ASSIST WITH THE IMPLEMENTATION OF A VARIETY OF PROGRAMS AND PROJECTS AND TO DO RELATED WORK AS REQUIRED. REVIEWS A VARIETY OF DOCUMENTS RELATED TO THE OPERATIONS OF THE UNIT.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MOHILL PERSONNEL ANALYST: MONIQUE HILL (X24841)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amano
Stephen Amano, Deputy Director
Human Resource Services

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COUNTY OF ALAMEDA

03/11/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00810

SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|-----|-----------|-------|-----|-----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290641 | 1220 | | | 65.40 | -1 | -12 | -120,704 | 65.66 | -1 | -12 | -123,515 |
| Secretary II | | | | | | | | | | | | |
| TO | 290641 | 0214 | | | 66.38 | 1 | 12 | 131,391 | 66.35 | 1 | 12 | 135,548 |
| Financial Svcs Specialist (Financial services specialist II) | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 0 | 10,687 | 0 | 0 | 0 | 12,033 |

*** FUNDING SOURCE COMMENTS ***

N/A

*** NARRATIVE ***

THIS IS AN EMPLOYEE INITIATED RECLASSIFICATION REQUEST FOR DARLENE HORNSBY FROM A SECRETARY II TO A FINANCIAL SERVICES SPECIALIST II. AFTER COMPLETION OF THE JOB AUDIT & SUPERVISOR INTVW IT HAS BEEN WARRANTED THAT THE EE SHOULD BE RECLASSED TO THE FSS II CLASSIFICATION. DUTIES REFLECT AN FSS II INCLUDING HANDLING FINANCIAL DOCS FOR THE CONTRACT SVCS UNIT; BUDGET DEVELOPMENT PROCESS; LIAISON BETWEEN COUNTY & CBO'S AND CONTRACTORS; & OTHER RELATED DUTIES AS REQUIRED.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|---------------------|---------|----------|----------------|----------------------|
| Hornsby, Darlene K. | 290641 | 1220 | TENU/FULL | NCQ |

LOGON: MIYOSHII PERSONNEL ANALYST: 01/13/2014 MICHI YOSHII

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Ariano, Deputy Director
Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

03/06/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01239 SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|---|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290101 | 0219 | | | 61.64 | -1 | 0 | 00 | 61.66 | -1 | 0 | 00 |
| Admin Specialist II (Administrative Specialist II) | | | | | | | | | | | | |
| TO | 290101 | 0214 | | | 60.00 | 1 | 0 | 00 | 60.02 | 1 | 0 | 00 |
| Financial Svcs Specialis (Financial Services Specialist II) | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 | 0 | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT POSITION OF ADMINISTRATIVE SPECIALIST II TO A FINANCIAL SERVICES SPECIALIST II. THE DUTIES ARE IN LINE WITH THE JOB SPEC; MAKES REVENUE & EXPEN PROJECTS FOR ONE OR MULTIPLE BUDGETS; PREPARES & REVIEWS CLAIMS FOR REIMBURSEMENT & COSTS; ACTS AS FISCAL LIAISON BTWN THE DEPT & THE COUNTY W/ DIRECT SVC PROVIDERS & CBO'S; PREPARES GRANT REQ & IMPLEMENTATION DOCS AFTER AWARD; AND OTHER REL DUTIES AS NEEDED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

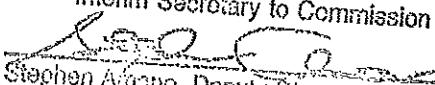
METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHY YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Ahana, Deputy Director
Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA
POSITION / PAY UNIT CHANGE SYSTEM
POSITION / PAY UNIT REQUEST DETAIL

03/06/14 PAGE 1

CONTROL #: 14-01223 SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|---|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290101 | 1125 | | | 71.06 | -1 | 0 | 00 | 71.77 | -1 | 0 | 00 |
| Payroll Records Clerk | | | | | | | | | | | | |
| TO | 290101 | 0214 | | | 60.00 | 1 | 0 | 00 | 60.02 | 1 | 0 | 00 |
| Financial Svcs Specialist (Financial Services Specialist) | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 | 0 | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT FUNDED POSITION OF PAYROLL RECORDS CLERK TO FINANCIAL SERVICES SPECIALIST II. THE JOB DUTIES LISTED ARE REFLECTIVE OF THE JOB SPEC; MAKES REVENUE & EXPENDITURE PROJECTIONS FOR ONE OR MULTIPLE BUDGETS; PREPARES & REVIEWS CLAIMS FOR REIMB & COST REPORTS; ACTS AS FISCAL LIAISON BTW THE DEPT & THE COUNTY W/ DIRECT SVC PROVIDERS & CBO'S; PREPARES GRANT REQUESTS & IMPLEMENTATION; AND OTHER RELATED DUTIES AS NEEDED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHII YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secy to Commission

Stephen Ahana, Deputy Director
Human Resources Services

PQ-RC12

COUNTY OF ALAMEDA
 POSITION / PAY UNIT CHANGE SYSTEM
 POSITION / PAY UNIT REQUEST DETAIL
 SHERIFF'S OFFICE

03/06/14 PAGE 1

CONTROL #: 14-01272

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|-----|-----------|-------|-----|-----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290511 | 1124 | | | 68.86 | -1 | -12 | -83,062 | 69.61 | -1 | -12 | -84,237 |
| Lead Clerk | | | | | | | | | | | | |
| TO | 290511 | 1120 | | | 70.89 | 1 | 12 | 79,484 | 71.66 | 1 | 12 | 80,620 |
| Clerk II | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | | -3,578 | | 0 | 0 | -3,617 |

*** FUNDING SOURCE COMMENTS ***

290511-50400 SALARY SAVINGS

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT POSITION OF LEAD CLERK TO CLERK II. THE JOB DUTIES ARE REPRESENTATIVE OF THE JOB SPEC; ACTS AS RECEPTIONIST, GREETING & ASSISTING VISITORS & CALLERS; ORGANIZES, CLASSIFIES & FILES DOCS; ENTER DATA & INFO FROM AN ESTABLISHED GROUP OF SOURCE DOCS; TYPES A VARIETY OF CORRESPONDENCE, FORMS, LEGAL DOCS, REPORTS, ARTICLES, LABELS, ETC; MAINTAINS CONTROL RECORDS OR LOGS; AND OTHER RELATED DUTIES AS ASSIGNED.

INCUMBENT
 NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
 OF
 APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHY YOSHII X26463

Recommendation Approved
 Alameda County Civil Service Commission
 Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Arano, Deputy Director
 Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA

02/28/14 PAGE 1

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01199

ZONE 7 WATER AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | | | BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | |
|----------------------|--------|------|-----|----|-------|-----------------------------|----|------|------|-------|-----|-----------------------------|------|------|--|--|--|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST | SAVE | PCT | POS | PU | COST | SAVE | | | |
| TO | 270721 | 4964 | | | 50.10 | 1 | 0 | | 00 | 50.23 | 1 | 0 | | 00 | | | |
| Asst Engineer, Zone7 | | | | | | | | | | | | | | | | | |
| TOTALS: | | | | | | 1 | 0 | | 00 | | | | | | | | |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPARTMENT INITATED REQUEST TO ADD ONE POSITION, ASSISTANT ENGINEER/GEOLOGIST, ZONE 7. THIS POSITION, UNDER GENERAL SUPERVISION, PERFORMS A VARIETY OF PROFESSIONAL ENGINEERING WORK RELATED TO WATER RESOURCES, FLOOD CONTROL, WATER SUPPLY, AND WATER TREATMENT AND DISTRIBUTION FACILITIES AND SYSTEMS AND PERFORMS RELATED WORK AS REQUIRED. ANALYZES DESIGN OR ASSISTS IN THE DESIGN OF A VARIETY OF ENGINEERING/GEOGRAPHICA PROJECTS. ACTS AS A RESIDENT ENGINEER/GEOLOGIST.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MOHILL PERSONNEL ANALYST: MONIQUE HILL (X24841)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Armano, Deputy Director
Human Resource Services

12

III. CONSENT MATTERS - APPROVED

F. Classification Recommendations - Approved

| Department: | Re: |
|-----------------------------|---|
| Health Care Services Agency | <ol style="list-style-type: none"> 1. Allocate two additional positions of 1485, Health Insurance Technician (14-01115). 2. Allocate one additional position of 0207, Senior Management Analyst (14-01117). 3. Reallocate one position of 5656, Supervising Hazardous Materials Specialist to 5657, Chief, Environmental Health (14-00878). 4. Reallocate one position of 0423, Information Systems Coordinator to 0420, Information Systems Manager (14-00899). 5. Reallocate one position of 6510P, Behavioral Clinician II (Project) to 6316P, Clinical Psychologist (Project) (14-01274). 6. Reallocate one position of 5315P, Registered Nurse III (Project) to 0308P, Supervising Program Specialist (Project) (Homeless Program Specialty Designation) (14-01299). |
| Probation Department | <ol style="list-style-type: none"> 7. Reallocate one position of 1212N, Transcriptionist Services-As-Needed to 1142, Administrative Assistant (14-01198). |
| Sheriff's Office | <ol style="list-style-type: none"> 8. Reallocate one position of 1220, Secretary II to 0214, Financial Services Specialist II (14-00810). 9. Reallocate one position of 0219, Administrative Specialist II to 0214, Financial Services Specialist II (14-01239). 10. Reallocate one position of 1125, Payroll Records Clerk to 0214, Financial Services Specialist II (14-01223). 11. Reallocate one position of 1124, Lead Clerk to 1120, Clerk II (14-01272). |
| Zone 7 | <ol style="list-style-type: none"> 12. Allocate one additional position of 4964, Assistant Engineer/Geologist, Zone 7 (14-01199). |

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01115

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| TO | 350101 | 1485 | | | 54.11 | 2 | 24 | 198,310 | 54.64 | 2 | 24 | 201,026 |
| Health Insurance Technic | | | | | | | | | | | | |
| TOTALS: | | | | | 2 | | 24 | 198,310 | | 2 | | 201,026 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

PER BOS MINUTE ORDER APPROVAL OF FILE 29188
R-2014-41F, THIS REQUEST IS TO ADD POSITIONS TO
DETERMINE POTENTIAL CLIENT ELIGIBILITY FOR
FEDERAL, STATE OR COUNTY HEALTH INSURANCE PROGRAMS
AND APPEARS WARRANTED BASED ON REVIEW OF THE PDQ.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

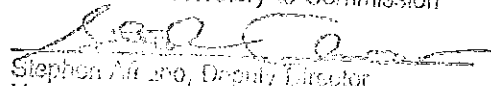
NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: RAYOUNG PERSONNEL ANALYST: YOUNG (X26393)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission


Stephen Alfaro, Deputy Director
Human Resource Services

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01117 HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| TO | 350101 | 0207 | | | 53.10 | 1 | 12 | 142,282 | 53.19 | 1 | 12 | 146,878 |
| Senior Management Analyst | | | | | | | | | | | | |
| TOTALS: | | | | | | 1 | 12 | 142,282 | | 1 | 12 | 146,878 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

PER BOS MINUTE ORDER APPROVAL OF FILE 29188 R-2014-41F, THIS REQUEST IS TO ADD A POSITION TO PLAN, DIRECT AND REVIEW THE WORK OF A SMALL PROFESSIONAL STAFF UNIT; WILL PLAN AND ORGANIZE ANALYTICAL STUDIES FOR THE DECISION SUPPORT UNIT, AND APPEARS TO BE WARRANTED BASED ON A REVIEW OF THE PDQ.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

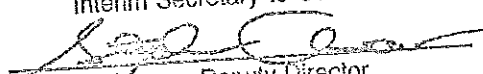
NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: RAYOUNG PERSONNEL ANALYST: YOUNG (X26393)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission


Stephen Amano, Deputy Director
Human Resource Services

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00878

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|--------|-----------|-------|-----|--------|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 351100 | 5656 | | | 53.01 | -1 | -12 | -149,967 | 53.35 | -1 | -12 | -150,355 |
| Suprvsing Hazardous Materials specialist | | | | | | | | | | | | |
| TO | 351100 | 5657 | | | 50.39 | 1 | 12 | 167,490 | 50.74 | 1 | 12 | 167,930 |
| Chief, Environmental Health | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 17,523 | | 0 | 0 | 17,575 | |

*** FUNDING SOURCE COMMENTS ***

TO BE DETERMINED BY FINANCE.

*** NARRATIVE ***

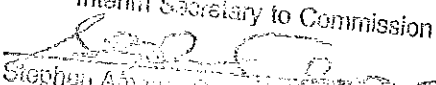
AFTER REVIEW OF MS. HUGO'S JOB DUTIES
WE CONCUR THAT SHE SHOULD BE RECLASSED FROM
SUPERVISING HAZARDOUS MATERIALS SPECIALIST TO
CHIEF, ENVIRONMENTAL HEALTH.

| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
| Hugo, Susan L. | 351100 | 5656 | TENU/FULL | NCQ |

LOGON: HMORALES PERSONNEL ANALYST: HERLINDA M. CHACON

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Adams, Deputy Director
Human Resource Services

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00899

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|------|-----|----|-------|-----------------------------|-----|-----------|-------|-----|--------|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 350500 | 0423 | | | 51.92 | -1 | -12 | -145,398 | 52.56 | -1 | -12 | -146,060 |
| Info Systems Coordinator | | | | | | | | | | | | |
| TO | 350500 | 0420 | | | 52.09 | 1 | 12 | 168,360 | 52.75 | 1 | 12 | 169,122 |
| Info Systems Manager | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 22,962 | 0 | 0 | 23,062 | |

*** FUNDING SOURCE COMMENTS ***

TO BE DETERMINED BY FINANCE.

*** NARRATIVE ***

AFTER REVIEW OF MS. BIBLIN'S JOB DUTIES,
WE CONCUR THAT SHE SHOULD BE RECLASSED FROM
AN INFORMATION SYSTEMS COORDINATOR TO
INFORMATION SYSTEMS MANAGER.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

Biblin, Janet

350500

0423

TENU/FULL

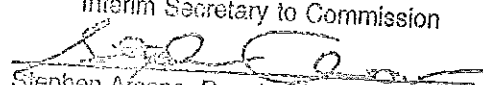
NCQ

LOGON: HMORALES PERSONNEL ANALYST: HERLINDA M. CHACON

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission


Stephen Arriano, Deputy Director
Human Resource Services

A

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01274

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | BENEFIT --- 13 / 14 F Y --- | | | | BENEFIT --- 14 / 15 F Y --- | | | | |
|-------------------------------|--------|------|-----|-----------------------------|-------|-----|-----|-----------------------------|-------|-----|-----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 350251 | 6510 | P | | 53.68 | -1 | -12 | -116,533 | 54.22 | -1 | -12 | -118,144 |
| Behavioral Clinician II | | | | | | | | | | | | |
| TO | 350251 | 6316 | P | | 51.42 | 1 | 12 | 126,702 | 51.95 | 1 | 12 | 128,435 |
| Clinical Psychologist Project | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 0 | 10,169 | | 0 | 0 | 10,291 |

*** FUNDING SOURCE COMMENTS ***

TRUST CLINIC

*** NARRATIVE ***

THIS IS A RECLASS OF A VACANT POSITION TO
REALLOCATE BASED ON UNIT NEEDS

SPECIALTY DESIGNATION:

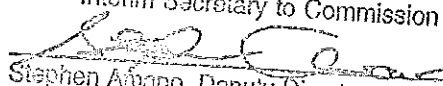
| INCUMBENT NAME | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-------------------|---------|----------|----------------|----------------------|
|-------------------|---------|----------|----------------|----------------------|

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: ASANDOVA PERSONNEL ANALYST: 03/10/14, ANNETTE SANDOVAL, X26434

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato, Deputy Director
Human Resource Services

5

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01299

HEALTH CARE SERVICES AGENCY

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | BENEFIT | --- | 13 | / | 14 | F Y | --- | BENEFIT | --- | 14 | / | 15 | F Y | --- |
|--|---------|-----|-----|-----------|-------|-----|-----|-----------|-----|-----|----|-----------|-----|-----|
| ACT HR DEPT JOBCD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | PCT | POS |
| FR 350251 5315 P | 49.23 | -1 | -12 | -150,062 | 49.73 | -1 | -12 | -152,101 | | | | | | |
| Registered Nurse III Project | | | | | | | | | | | | | | |
| TO 350251 0308 P | 58.72 | 1 | 12 | 151,565 | 58.76 | 1 | 12 | 156,427 | | | | | | |
| Supervising Program Specialist Project | | | | | | | | | | | | | | |
| Supervising Program Specialist Project | | | | | | | | | | | | | | |
| TOTALS: 0 0 1,503 0 0 4,326 | | | | | | | | | | | | | | |

*** FUNDING SOURCE COMMENTS ***

TRUST CLINIC SPECIAL FUNDING

*** NARRATIVE ***

THIS IS A VACANT RECLASS BEING REALLOCATED
TO MEET UNIT NEEDS - TRUST CLINIC

SPECIALTY DESIGNATION: Homeless Program Specialty

| INCUMBENT | HR DEPT | JOB CODE | CURRENT STATUS | METHOD OF APPT |
|-----------|---------|----------|----------------|----------------------|
| NAME | | | | |

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: ASANDOVA PERSONNEL ANALYST: 03/10/14, ANNETTE SANDOVAL X26434

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato, Deputy Director
Human Resource Services

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01198 PROBATION DEPARTMENT

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|--|--------|-------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 250100 | 1212N | | | 69.46 | -1 | 0 | 00 | 70.16 | -1 | 0 | 00 |
| Transcriptionist SAN | | | | | | | | | | | | |
| TO | 250100 | 1142 | | | 60.35 | 1 | 0 | 00 | 60.95 | 1 | 0 | 00 |
| Admin Assistant | | | | | | | | | | | | |
| <i>Administrative Assistant</i> | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 | 0 | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPARTMENT INITIATED RECLASSIFICATION REQUEST TO RECLASSIFY ONE TRANSCRIPTIONIST POSITION TO ADMINISTRATIVE ASSISTANT. ADMIN. ASSISTANTS, UNDER GENERAL SUPERVISION, PROVIDE PARAPROFESSIONAL LEVEL ADMINISTRATIVE OPERATIONAL AND PROCEDURAL SUPPORT TO COUNTY DEPARTMENTS AND AGENCIES TO ASSIST WITH THE IMPLEMENTATION OF A VARIETY OF PROGRAMS AND PROJECTS AND TO DO RELATED WORK AS REQUIRED. REVIEWS A VARIETY OF DOCUMENTS RELATED TO THE OPERATIONS OF THE UNIT.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MOHILL PERSONNEL ANALYST: MONIQUE HILL (X24841)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Amato
Stephen Amato, Deputy Director
Human Resource Services

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-00810 SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | | BENEFIT --- 13 / 14 F Y --- | | BENEFIT --- 14 / 15 F Y --- | | | | | |
|--|--------|------|-----|----|-----------------------------|-----|-----------------------------|-----------|-------|-----|--------|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290641 | 1220 | | | 65.40 | -1 | -12 | -120,704 | 65.66 | -1 | -12 | -123,515 |
| Secretary II | | | | | | | | | | | | |
| TO | 290641 | 0214 | | | 66.38 | 1 | 12 | 131,391 | 66.35 | 1 | 12 | 135,548 |
| Financial Svcs Specialist (Financial services specialist II) | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | 10,687 | | 0 | 0 | 12,033 | |

*** FUNDING SOURCE COMMENTS ***

N/A

*** NARRATIVE ***

THIS IS AN EMPLOYEE INITIATED RECLASSIFICATION REQUEST FOR DARLENE HORNSBY FROM A SECRETARY II TO A FINANCIAL SERVICES SPECIALIST II. AFTER COMPLETION OF THE JOB AUDIT & SUPERVISOR INTVW IT HAS BEEN WARRANTED THAT THE EE SHOULD BE RECLASSSED TO THE FSS II CLASSIFICATION. DUTIES REFLECT AN FSS II INCLUDING HANDLING FINANCIAL DOCS FOR THE CONTRACT SVCS UNIT; BUDGET DEVELOPMENT PROCESS; LIAISON BETWEEN COUNTY & CBO'S AND CONTRACTORS; & OTHER RELATED DUTIES AS REQUIRED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

Hornsby, Darlene K.

290641

1220

TENU/FULL


NCQ

LOGON: MIYOSHII PERSONNEL ANALYST: 01/13/2014 MICHIO YOSHII

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission


Stephen Ariano, Deputy Director
Human Resource Services

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01239 SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|---|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290101 | 0219 | | | 61.64 | -1 | 0 | 00 | 61.66 | -1 | 0 | 00 |
| Admin Specialist II (Administrative Specialist II) | | | | | | | | | | | | |
| TO | 290101 | 0214 | | | 60.00 | 1 | 0 | 00 | 60.02 | 1 | 0 | 00 |
| Financial Svcs Specialis (Financial Services Specialist II) | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 | 0 | 0 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT POSITION OF ADMINISTRATIVE SPECIALIST II TO A FINANCIAL SERVICES SPECIALIST II. THE DUTIES ARE IN LINE WITH THE JOB SPEC; MAKES REVENUE & EXPEN PROJECTS FOR ONE OR MULTIPLE BUDGETS; PREPARES & REVIEWS CLAIMS FOR REIMBURSEMENT & COSTS; ACTS AS FISCAL LIAISON BTWN THE DEPT & THE COUNTY W/ DIRECT SVC PROVIDERS & CBO'S; PREPARES GRANT REQ & IMPLEMENTATION DOCS AFTER AWARD; AND OTHER REL DUTIES AS NEEDED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS


METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHY YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Ahana, Deputy Director
Human Resource Services.

POSITION / PAY UNIT CHANGE SYSTEM

POSITION / PAY UNIT REQUEST DETAIL

CONTROL #: 14-01223 SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* BENEFIT --- 13 / 14 F Y --- | | | | | | BENEFIT --- 14 / 15 F Y --- | | | | | | |
|---|--------|------|-----|----|-------|-----------------------------|----|-----------|-------|-----|----|-----------|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE |
| FR | 290101 | 1125 | | | 71.06 | -1 | 0 | 00 | 71.77 | -1 | 0 | 00 |
| Payroll Records Clerk | | | | | | | | | | | | |
| TO | 290101 | 0214 | | | 60.00 | 1 | 0 | 00 | 60.02 | 1 | 0 | 00 |
| Financial Svcs Specialist (Financial services Specialist) | | | | | | | | | | | | |
| TOTALS: | | | | | | 0 | 0 | 00 | 0 | 0 | 00 | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT FUNDED POSITION OF PAYROLL RECORDS CLERK TO FINANCIAL SERVICES SPECIALIST II. THE JOB DUTIES LISTED ARE REFLECTIVE OF THE JOB SPEC; MAKES REVENUE & EXPENDITURE PROJECTIONS FOR ONE OR MULTIPLE BUDGETS; PREPARES & REVIEWS CLAIMS FOR REIMB & COST REPORTS; ACTS AS FISCAL LIAISON BTW THE DEPT & THE COUNTY W/ DIRECT SVC PROVIDERS & CBO'S; PREPARES GRANT REQUESTS & IMPLEMENTATION; AND OTHER RELATED DUTIES AS NEEDED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHY YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Ahrens, Deputy Director
Human Resources Services

CONTROL #: 14-01272

POSITION / PAY UNIT REQUEST DETAIL
SHERIFF'S OFFICE

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: RECLASS

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | | BENEFIT --- 13 / 14 F Y --- | | | | | BENEFIT --- 14 / 15 F Y --- | | | | |
|--------------------|--------|------|-----|----|-----------------------------|-----|-----|-----------|-------|-----------------------------|-----|-----------|--|--|
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST/SAVE | PCT | POS | PU | COST/SAVE | | |
| FR | 290511 | 1124 | | | 68.86 | -1 | -12 | -83,062 | 69.61 | -1 | -12 | -84,237 | | |
| Lead Clerk | | | | | | | | | | | | | | |
| TO | 290511 | 1120 | | | 70.89 | 1 | 12 | 79,484 | 71.66 | 1 | 12 | 80,620 | | |
| Clerk II | | | | | | | | | | | | | | |
| TOTALS: | | | | | 0 | 0 | | -3,578 | 0 | 0 | | -3,617 | | |

*** FUNDING SOURCE COMMENTS ***

290511-50400 SALARY SAVINGS

*** NARRATIVE ***

THIS IS A DEPT REQUEST TO REALLOCATE THE VACANT POSITION OF LEAD CLERK TO CLERK II. THE JOB DUTIES ARE REPRESENTATIVE OF THE JOB SPEC; ACTS AS RECEPTIONIST, GREETING & ASSISTING VISITORS & CALLERS; ORGANIZES, CLASSIFIES & FILES DOCS; ENTER DATA & INFO FROM AN ESTABLISHED GROUP OF SOURCE DOCS; TYPES A VARIETY OF CORRESPONDENCE, FORMS, LEGAL DOCS, REPORTS, ARTICLES, LABELS, ETC; MAINTAINS CONTROL RECORDS OR LOGS; AND OTHER RELATED DUTIES AS ASSIGNED.

INCUMBENT
NAME

HR DEPT

JOB CODE

CURRENT STATUS

METHOD
OF
APPT

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MIYOSHII PERSONNEL ANALYST: MICHII YOSHII X26463

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission

Stephen Ahana, Deputy Director
Human Resource Services

PQ-RC12

COUNTY OF ALAMEDA
POSITION / PAY UNIT CHANGE SYSTEM
POSITION / PAY UNIT REQUEST DETAIL
ZONE 7 WATER AGENCY

02/28/14 PAGE 1

CONTROL #: 14-01199

IMPLEMENTATION DATE: 03/30/14

CSC AGENDA DATE: 03/19/14

TYPE: ADD

STATUS: PENDING APPROVAL

| *MID-YEAR REQUEST* | | | | | | BENEFIT | | | | | |
|----------------------|--------|------|-----|----|-------|---------|----|------|------|-------|-----|
| | | | | | | | | | | | |
| ACT | HR | DEPT | JOB | CD | PCT | POS | PU | COST | SAVE | PCT | POS |
| TO | 270721 | 4964 | | | 50.10 | 1 | 0 | 00 | | 50.23 | 1 |
| Asst Engineer, Zone7 | | | | | | | | | | | |

*Assistant Engineer /
Geologist, Zone 7*

| TOTALS: | | | | | | | | | | | |
|---------|--|--|--|--|--|---|---|----|--|---|----|
| | | | | | | 1 | 0 | 00 | | 1 | 0 |
| | | | | | | | | | | | 00 |

*** FUNDING SOURCE COMMENTS ***

NO FUNDING SOURCE COMMENTS FOUND FOR THIS REQUEST

*** NARRATIVE ***

THIS IS A DEPARTMENT INITATED REQUEST TO ADD ONE POSITION, ASSISTANT ENGINEER/GEOLOGIST, ZONE 7. THIS POSITION, UNDER GENERAL SUPERVISION, PERFORMS A VARIETY OF PROFESSIONAL ENGINEERING WORK RELATED TO WATER RESOURCES, FLOOD CONTROL, WATER SUPPLY, AND WATER TREATMENT AND DISTRIBUTION FACILITIES AND SYSTEMS AND PERFORMS RELATED WORK AS REQUIRED. ANALYZES DESIGN OR ASSISTS IN THE DESIGN OF A VARIETY OF ENGINEERING/GEOGRAPHICA PROJECTS. ACTS AS A RESIDENT ENGINEER/GEOLOGIST.

| INCUMBENT | | | | METHOD | |
|-----------|--|--|--|----------------|--|
| NAME | | | | OF | |
| | | | | APPT | |
| | | | | CURRENT STATUS | |

NO INCUMBENTS FOUND FOR THIS REQUEST

LOGON: MOHILL PERSONNEL ANALYST: MONIQUE HILL (X24841)

Recommendation Approved
Alameda County Civil Service Commission
Meeting of

MAR 19 2014

Interim Secretary to Commission
[Signature]
Stephen Afiano, Deputy Director
Human Resource Services

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