



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, January 18, 2017, 4:00 P.M.

Lakeside Plaza Building - 1401 Lakeside Drive, Room 201

Remote Locations: 9 Brookside Avenue, Berkeley, CA and
4501 Pleasanton Avenue, Pleasanton, CA

Commissioner Ben Tate, President
Commissioner Arlene Lum, Vice-President
Commissioner Stephen Booth
Commissioner Dan Chang
Commissioner Barbara Luna

Kathy Mount, Secretary to
Civil Service Commission
Andrea Weddle, County Counsel

I. CALL TO ORDER

II. APPROVE THE MINUTES OF JANUARY 4, 2018 AS MAILED.

III. APPROVE CONSENT MATTERS - Pages 2 -4

IV. COMMUNICATION(S) No Actions

V. PUBLIC COMMENTS:

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION

1. **Conference with Legal Counsel – Potential Litigation:** Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:

X. ADJOURNMENT

III. CONSENT MATTERS

A. Voluntary Demotion(s)

1. Aida Rodriguez, Sheriff's Technician to Accounting Technician, Sheriff's Office

B. Examination Actions – for CSC Meeting of January 18, 2017

Order on 12/23/16 open-assembled examination:

1. Deputy County Counsel, LDF 1/20/17

Order on 12/29/16 open-assembled examination:

2. Fire Dispatcher, LDF 1/23/17

Order on 12/30/16 open-assembled examination:

3. Call Center Representative, Dept. Child Support Services, LDF 1/24/17

Order on 1/10/17 open-assembled examination:

4. Child Welfare Worker II, LDF 2/7/17
5. Environmental Health Maintenance Worker, LDF 2/6/17

Reinstate eligible lists:

6. Specialist Clerk II, #15-1129-01, terminate on 2/10/17
7. Supervising Program Specialist (Maternal Child Adolescent Health), #14-0308-01, terminate on 3/31/17

Extend eligible list:

8. Supervising Appraiser II, #15-2625-01, terminate 6/30/17

Miscellaneous:

9. Extend the last day for filing for Supervising DNA Specialist, exam #16-8528-01, from 12/28/16 to 1/13/17.
10. Extend the last day for filing for Medical Records Manager, exam #16-1459-01, from 1/3/17 to 1/10/17.

C. Eligible Lists

Create, approve and order promulgated:

1. Agricultural and Standards Investigator I, #16-8418-02
2. Behavioral Health Clinician I, #16-6505-01
3. Chief Counsel, ACERA, #16-1340-01
4. Program/Financial Specialist, #16-0306-01
5. Recreation Supervisor Hayward Area Recreation & Park District, (Promotional), #16-1168H-01
6. Senior Billing Technician, #16-1494-01
7. Social Work Supervisor (Promotional), #16-6730-01
8. Treasurer-Tax Collector Specialist III, #16-1603-01

III. CONSENT MATTERS	
D. <u>Classification Recommendations</u>	
Department:	Re:
County Counsel	1. Reallocate one position of 3245, Assistant County Counsel to 1091, Retired Annuitant II (17-29017).
Health Care Services Agency	2. Reallocate one position of 6720, social Worker III to 5305, Registered Nurse II (Public Health Nurse Specialty) (17-28104). 3. Reallocate one position of 5795, Nutritionist II to 6927, Program Services Coordinator (17-28849). 4. Reallocate one position of 7879, Health Services Trainee to 5797N, Health Services Consultant Services-As-Needed (17-28851).
Sheriff's Office	5. Reallocate one position of 1314, Accounting Specialist I to 0132, Accountant (17-29021).
Social Services Agency	6. Reallocate one position of 1120, Clerk II to 1132, Eligibility Support Clerk (17-28954). 7. Reallocate one position of 1120, Clerk II to 1132, Eligibility Support Clerk (17-28955).
E. <u>Specialty Designations</u>	
Department:	Re:
Community Development Agency	1. Remove the specialty designation for one position #303113, job code 8421, Deputy Agricultural Commissioner/Sealer of Weights and Measures (Licensed Agricultural Commissioner/Sealer of Weights & Measures Specialty), effective 1/29/17.
Health Care Services Agency	2. Approve the specialty designation for one positions #401047, job code 6510, Behavioral Health Clinical II, (Spanish Speaking Specialty), effective 1/29/17. 3. Approve the specialty designation for one position #401461, job code 5650 Hazardous Materials Specialist, (Certified Unified Program Agency (CUPA) Specialty), effective 1/29/17.

III. CONSENT MATTERS	
E. <u>Specialty Designations</u> -continued	
Department:	Re:
Human Resource Services Department	4. Remove the specialty designation for three positions #300799, 300806, 300849, job code 0467, Disability Program Case Manager, (Disability Program Administration Specialty), effective 1/29/17.
F. <u>Classification Specifications</u>	
	1. Adopt the revised classification specification for 5086, Maternal Paternal Child and Adolescent Administrator.