



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, October 11, 2017, 4:00 P.M.

Lakeside Plaza Building
1401 Lakeside Drive, Room 201

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

Joe Angelo, Secretary to
Civil Service Commission
Andrea Weddle, Chief Assistant County Counsel

I. CALL TO ORDER

II. APPROVE THE MINUTES OF SEPTEMBER 27, 2017 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 -5

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION

1. Public Employment pursuant to Government Code §54957:
job code 4944, Water Plant Operator III, Zone 7
2. Public Employment pursuant to Government Code §54957:
job code 0194, Deputy Director, General Services Agency
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Three cases)
4. **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

IV. CONSENT MATTERS

A. Reinstatement Request(s)

Heiyong Choi, Nutritionist II, Health Care Services Agency

B. Examination Actions – for CSC Meeting of October 11, 2017

Order on 9/20/17 promotional-assembled examination:

1. Assessor's Technician III, LDF 10/16/17

Order on 9/22/17 promotional-assembled examination:

2. Captain, LDF 10/17/17

Order on 9/21/17 open-assembled examination:

3. Maintenance and Construction Technician I HARD, LDF 10/17/17

Order on 9/27/17 open-assembled examination:

4. Heavy Equipment Mechanic Helper, LDF 10/23/17

Order on 9/28/17 open-assembled examination:

5. Facilities Maintenance & Construction Supervisor, Zone 7, LDF 10/23/17

Order on 9/29/17 open-assembled examination:

6. Chief Technology Officer, LDF 11/11/17

Order on 10/2/17 open-assembled examination:

7. Auditor, LDF 11/13/17

Reinstate eligible lists:

8. Account Clerk II, #15-1310-01, terminate on 12/25/17
9. Registered Nurse II, #14-5305-01, terminate on 3/26/18
10. Supervising Clerk I (Promotional), #16-1138-01, terminate on 4/2/18

Extend eligible lists:

11. Child Welfare Supervisor (Promotional), #16-6750-01, terminate 5/9/18
12. Program Specialist (Communicable Disease Option),
#16-0305-01, terminate on 2/9/18
13. Senior Management Analyst (Promotional), #16-0207-01, terminate on 1/26/18
14. Designate the Assistant Public Guardian-Conservator, #16-8509-01, as an
alternate list for Deputy Public Guardian Conservator/Investigator.
15. Designate the HR Validation Processor, #17-0269-01-01, as an
alternate list for Human Resource Technician.

Miscellaneous:

16. Cancel the Program Services Coordinator (Skilled Medical Professional
Specialty), exam #17-6927-01, effective 6/23/2017
17. Extend the last day for filing for the Librarian IV, exam #17-4177-01,
from 9/26/17 to 10/10/17.
18. Extend the last day for filing for the Librarian I, exam #17-4130-02,
from 10/02/17 to 10/9/17.

IV. CONSENT MATTERS

C. Eligible Lists

Create, approve and order promulgated:

1. Criminalist II, #17-8524-02
2. Economic Development Analyst II, #17-0270-01
3. Employment Counselor, #17-6784-01
4. Energy Project Manager, #17-9696-01
5. Facilities Manager, #17-9690-01
6. Procurement & Contracts Specialist II, #17-0173-01
7. Program Specialist, #17-0305-02
8. Rehabilitation Counselor II (Criminal Justice Specialty), #17-6640-02

D. Classification Recommendations

Department:	Re:
Assessor	1. Reallocate one position of 0411, Information Systems Technician II to 0278, Human Resources Technician (18-30127).
Health Care Services Agency <i>Item IV.-D.-2 Justification attached</i>	2. Allocate one additional position of 0305P, Program Specialist (Project) (18-30060). 3. Allocate one additional position of 0306, Program/Financial Specialist (18-30073). 4. Allocate one additional position of 0305, Program Specialist (18-30074). 5. Reallocate one position of 0314, Health Care Program Administrator I to 0207, Senior Management Analyst (18-30117). 6. Allocate one additional position of 0214, Financial Services Specialist II (18-30131). 7. Reallocate one position of 0214P, Financial Services Specialist II (Project) to 0306, Program/Financial Specialist (18-30177).
Information Technology	8. Reallocate one position of 1867, Application Systems Engineer II to 1823, Programmer II (18-30122).
Social Services Agency	9. Reallocate one position of 0411, Information Systems Technician II to 1129, Specialist Clerk II (17-29544).

IV. CONSENT MATTERS	
E. <u>Specialty Designations</u>	
Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Approve the specialty designation for one position #312361, job code 7410, Janitor, (Detention Facility Security Clearance Specialty), effective 10/22/17.
Health Care Services Agency	<ol style="list-style-type: none"> 2. Remove the specialty designation for one position #309892, job code 0306, Program/Financial Specialist, (Medical Administration Activity/Targeted Case Management Specialty), effective 10/22/17. 3. Approve the specialty designation for one position #310533, job code 6510, Behavioral Health Clinician II, (Forensic Specialty), effective 10/22/17. 4. Approve the specialty designation for one position #402525, job code 0305, Program Specialist, (Adult Clinical Specialty), effective 10/22/17. 5. Approve the specialty designation for one position #402526, job code 0307, Senior Program Specialist, (Adult Clinical Specialty), effective 10/22/17.
F. <u>Classification Specifications</u>	
	<ol style="list-style-type: none"> 1. Adopt the revised classification specification for 1847, Chief Technology Officer. 2. Adopt the revised classification specification for 8503, Coroner's Investigator I. 3. Adopt the revised classification specification for 8504, Coroner's Investigator II. 4. Adopt the revised classification specification for 8150, Fire Battalion Chief.

IV. CONSENT MATTERS

F. Classification Specifications - continued

5. Adopt the revised classification specification for 6118, Probation Specialist.
6. Adopt the revised classification specification for 6048, Assistant Chief of Policy and Standards Compliance.
7. Adopt the revised classification specification for 6049, Chief of Policy and Standards Compliance.