



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, October 14, 2015, 4:00 P.M.

Lakeside Plaza Building

1405 Lakeside Drive, Room #1 – First Floor

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 SEPTEMBER 30, 2015 AS MAILED.

III. APPROVE CONSENT MATTERS - Pages 2 - 5

IV. COMMUNICATION(S) No Actions

V. APPEALS (Non-Disciplinary Matters)

The Human Resource Services Staff regarding Jauniece Walker's appealing the decision and review of application for Employment Counselor examination #.

STAFF RECOMMENDATION: Deny appeal.

VI. CLOSED SESSION

- 1. REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2015-03– OAH No. 2015020692 (Probation Department).
- Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (One case)
- Conference with Legal Counsel – Potential Litigation:** Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

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

VIII. PUBLIC COMMENTS:

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

X. ADJOURNMENT

III. CONSENT MATTERS

A. Reinstatement Request(s)

Elizabeth Elslakhi, Registered Nurse II, Health Care Services Agency

B. Voluntary Demotion(s)

Racheal Griffin, Emergency Services Dispatcher I to Sheriff's Technician,
Sheriff's Office

Camille Roxanne Sarreal Sesbreno, Eligibility Services Technician I, Social
Services Agency

C. Examination Actions – for CSC Meeting of October 14, 2015

Order on 9/28/15 promotional-assembled examination:

Supervising Administrative Specialist, LDF 10/23/15

Order on 10/2/15 promotional-assembled examination:

Fire Battalion Chief, LDF 11/2/15

Fire Captain, LDF 11/2/15

Order on 10/8/15 promotional-assembled examination:

Chief, Environmental Health, LDF 11/2/15

Order on 9/9/15 open-assembled examination:

Sheriff's Program and Financial Specialist, LDF 10/5/15

Order on 10/2/15 open-assembled examination:

Senior Financial Services Specialist, LDF 10/27/15

Order on 10/7/15 open-assembled examination:

Auditor, LDF 11/2/15

Terminate eligible lists:

Lieutenant (Promotional), #14-8620-01, effective 10/1/15

Senior Nutritionist (Promotional), #14-5794-01, effective 10/1/15

Reinstate eligible list:

Human Resources Assistant I, #14-1121-01, terminate on 2/1/16

Extend eligible list:

Sheriff's Program Financial Specialist, #15-0237-02, terminate on 10/20/15

Designate Junior Engineer, Zone 7 exam #15-4963-01 as an alternate list for
Junior Engineer.

Miscellaneous:

Extend the last day for filing for Financial Hearing Officer, exam #15-1426-01,
from 9/28/15 to 10/12/15.

III. CONSENT MATTERS

D. Eligible Lists

Create, approve and order promulgated:

- Administrative Support Specialist, ACERA, #15-1354-01
- Building Equipment Maintenance Worker, #15-9665-01
- Criminalist I (Promotional), #15-8523-01
- Financial Services Deputy Director, Social Services Agency, #15-6070-01
- Program Specialist (Children Services Option), #15-0305-04
- Program Specialist (Youth Development Option), #15-0305-07
- Senior Pharmacist, Behavioral Health Care Services, #15-5645-01
- Supervising Hazardous Materials Specialist (CUPA Option), #15-5656-01
- Youth and Family Services Therapist II, #15-6498-01

E. Classification Recommendations

Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Allocate ten additional positions of 7410, Janitor (15-24309). 2. Allocate one additional position of 9696, Energy Project Manager (15-24310). 3. Allocate one additional position of 9240, Painter (15-24318). 4. Allocate one additional position of 9141, Building Maintenance Worker II (15-24319). 5. Allocate one additional position of 7210, Gardener II, General Services Agency (15-24320). 6. Allocate one additional position of 9670, Stationary Engineer, General Services Agency (15-24321). 7. Allocate two additional positions of 9665, Building Equipment Maintenance Worker (15-24322). 8. Allocate one additional position of 9700, Project Manager, General Services Agency (15-24323). 9. Reallocate one position of 1305, Account Clerk I to 1115, Clerk I (16-25055).
Health Care Services Agency	<ol style="list-style-type: none"> 10. Reallocate one position of 6489, Consumer Assistance Specialist, Behavioral Health Care Services to 6510, Behavioral Health Clinician II (16-25016). 11. Reallocate one position of 1215P, Secretary I Project to 6510, Behavioral Health Clinician II (16-25017).

III. CONSENT MATTERS	
E. <u>Classification Recommendations</u>	
Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 12. Reallocate one position of 6492, Mental Health Specialist III to 6510, Behavioral Health Clinician II (16-25018). 13. Reallocate one position of 1215, Secretary I to 6510, Behavioral Health Clinician II (16-25019). 14. Reallocate one position of 6491, Mental Health Specialist II to 6510, Behavioral Health Clinician II (Consumer Option) (16-25020).
Sheriff's Office	<ol style="list-style-type: none"> 15. Reallocate one position of 8755, Sheriff's Technician to 1316, Accounting Specialist II (15-24304). 16. Reallocate one position of 1310, Account Clerk II to 1314, Accounting Specialist I (16-24861). 17. Reallocate one position of 1120, Clerk II to 1514, Supervising Legal Clerk (16-25015).
F. <u>Specialty Designations</u>	
Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Approve the specialty designation of one position #401105, job code 5650, Hazardous Materials Specialist, (Household Hazardous Waste Specialty), effective 10/25/15.
G. <u>Classification Specifications</u>	
	<ol style="list-style-type: none"> 1. Revise and retitle 1136H, Caretaker (Hayward Area Recreation & Park District) to 1136H, Park Maintenance Worker (Hayward Area Recreation & Park District) and adopt the revised classification specification. 2. Adopt the revised classification specification for 1179H, Clerk I (Hayward Area Recreation & Park District). 3. Adopt the revised classification specification for 1180H, Clerk II (Hayward Area Recreation & Park District).

III. CONSENT MATTERS

G. Classification Specifications

4. Adopt the revised classification specification for 1130H, Custodian (Hayward Area Recreation & Park District).
5. Revise and retitle 1138H, Equipment Operator (Hayward Area Recreation & Park District) to 1138H, Park Equipment Operator (Hayward Area Recreation & Park District) and adopt the revised classification specification.
6. Adopt the revised classification specification for 1122H, Maintenance and Construction Technician I (Hayward Area Recreation & Park District).
7. Adopt the revised classification specification for 1121H, Maintenance and Construction Technician II (Hayward Area Recreation & Park District).