



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Tuesday, November 10, 2015, 4:00 P.M.

Lakeside Plaza Building

1401 Lakeside Drive, Room 1107

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 OCTOBER 28, 2015 AS MAILED.

III. APPROVE CONSENT MATTERS - Pages 3 - 5

IV. COMMUNICATION(S)

1. From the Information Technology Department advising of a reduction in force pursuant to Civil Service Rule 2004, effective December 5, 2015. Receive and file.
2. From the Human Resource Service Department, an Analysis of Possible Creation of a Public Affairs Director/Manager in the Social Services Agency.
STAFF RECOMMENDATION: Retitle the 0232, Executive Assistant to Executive Programs Coordinator and adopt the classification specification.

V. APPEALS (Non-Disciplinary Matters) No Actions

VI. CLOSED SESSION

1. Public Employment pursuant to Government Code §54957, Civil Service Rule 1488: job code 8604, Deputy Sheriff II, Sheriff's Office.
2. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2015-14– OAH No. 2015070330 (Social Services Agency).
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (One case)
4. **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. Comparable Transfer(s)

Patricia McFadden, Assistant County Clerk Recorder to Principal Auditor,
Auditor Controller

B. Examination Actions – for CSC Meeting of November 10, 2015

Order on 10/30/15 promotional-assembled examination:

1. Health Housing Rehabilitation Specialist I, LDF 11/24/15

Order on 11/5/15 promotional-assembled examination:

2. Vector Control Biologist Supervisor, LDF 11/30/15

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

3. Public Works Technical Assistant III, LDF 11/6/15

Order on 10/21/15 open-assembled examination:

4. Staff Development Specialist, LDF 11/16/15

Order on 10/23/15 open-assembled examinations:

5. Appraiser III, LDF 11/17/15
6. Senior Public Health Investigator, LDF 11/17/15

Order on 10/30/15 open-assembled examinations:

7. Mapping Technician III, LDF 11/24/15
8. Senior Accountant, LDF 11/24/15

Order on 11/4/15 open-assembled examinations:

9. Painter, LDF 11/30/15

Terminate eligible lists effective 11/10/15:

10. Fire Code Compliance Officer, #14-8135-01
11. Human Resources Assistant I, #14-1121-01

Terminate eligible list:

12. Lieutenant (Promotional), #12-8620-01, effective 11/10/15

Reinstate eligible list:

13. Sheriff's Technician, #13-8755-01, terminate on 4/1/16
14. Designate Specialist Clerk I #14-1128-01 eligible list as an alternate for
Human Resources Assistant I

C. Eligible Lists

Create, approve and order promulgated:

1. Child Support Caseworker I, #15-1401-01
2. Client Advocate #15-6736-01
3. Deputy Sheriff II (Lateral), #15-8604-01
4. Maintenance & Construction Technician II
(Hayward Area Recreation & Park District) (Promotional) #15-1121H-01
5. Program Specialist (Injury Prevention), #15-0305-09
6. Retirement Specialist I, #15-1351-01

III. CONSENT MATTERS

C. Eligible Lists - continued

Create, approve and order promulgated:

7. Retirement Support Specialist, #15-1344-01
8. Water Resources Technician, #15-4937-01

D. Classification Recommendations

Department:	Re:
Health Care Services Agency	1. Reallocate one position of 6701, Community Outreach Worker II to 6646, Senior Clinical Case Manager, Center for Health Schools & Communities (Spanish Speaking Specialty) (16-25162).
Library	2. Reallocate one position of 1316, Accounting Specialist II to 0214, Financial Services Specialist II (16-25014).
Sheriff's Office	3. Reallocate one position of 1093, Retired Annuitant - Safety II to 8755, Sheriff's Technician (16-25157). 4. Reallocate one position of 8752, Sheriff's Safety Aide to 8755, Sheriff's Technician (16-25159).
Social Services Agency	5. Reallocate one position of 6790N, Consultant Social Services Agency Services-As-Needed to 1129, Specialist Clerk II (16-24933).

E. Specialty Designations

Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for one position #401670, job code 6646, Senior Clinical Case Manager, Center for Healthy Schools and Communities (Spanish Speaking Specialty), effective 11/22/15. 2. Approve the specialty designation for one position #310109, job code 6415, Medical Social Worker II (Maternal Child & Adolescent Health Specialty), effective 11/22/15.

III. CONSENT MATTERS

F. Classification Specifications

1. Adopt the revised classification specification for 1145, Administrative Support Manager.
2. Adopt the revised classification specification for 0272, Assistant Business Analyst.
3. Adopt the revised classification specification for 8152, Fire Chief.
4. Revise and retitle 1865, Graphic Artist to 1865, Graphic Designer and adopt the classification specification.
5. Adopt the revised classification specification for 5075 Juvenile Justice Health Service Director.

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