



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, April 12, 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

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

I. CALL TO ORDER

II. APPROVE THE MINUTES OF MARCH 29, 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. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2015-23– OAH No. 2015110285 (Probation).
2. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2016-19– OAH No. 2016100790 (Sheriff's Office).
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (Two 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. Hearing Calendar

Correspondence from James Henderson, Attorney from Messing Adam & Jasmine, requesting an appeal hearing for Case No. 2017- 04. Set for hearing.

B. Reinstatement Request(s)

1. Karl Enzmann, Deputy Sheriff's Recruit, Sheriff's Office
2. Sylvain D. Gentile, Deputy Sheriff's Recruit, Sheriff's Office
3. Anna Hamilton, Specialist Clerk I, Health Care Services Agency
4. Benjamin Wong, Agricultural and Standards Aide Services-As-Needed, Community Development Agency

C. Voluntary Demotion(s)

1. Sandra Huang, Physician IV to Physician III, Health Care Services Agency
2. Sarah Linder, Administrative Secretary to Administrative Specialist I, Health Care Services Agency

D. Comparable Transfer(s)

1. Don Edwards, Application Systems Engineer III, Information Technology Department

E. Examination Actions – for CSC Meeting of April 12, 2017

Order on 3/30/17 promotional-assembled examination:

1. Deferred Compensation Specialist (Promotional), LDF 4/24/17

Order on 3/20/17 open-assembled examination:

2. Vector Control Biologist, LDF 4/14/17

Order on 3/22/17 open-assembled examination:

3. Clinical Review Specialist Supervisor, LDF 4/17/17
4. Medical Records Technician, LDF 4/17/17

Order on 3/29/17 open-assembled examinations:

5. Assistant Chief Probation Officer, LDF 4/24/17
6. Executive Program Coordinator, LDF 4/24/17

Order on 3/30/17 open-assembled examination:

7. Administrative Secretary, LDF 4/24/17

Order on 3/31/17 open-assembled examinations:

8. Building Official, LDF 4/24/17
9. Supervising Program Specialist (STD Option), LDF 4/25/17

Order on 4/3/17 open-assembled examination:

10. Environmental Health Technician, LDF 4/28/17

Order on 4/5/17 open-assembled examination:

11. Associate Program Specialist, LDF 5/1/17

IV. CONSENT MATTERS

E. Examination Actions – for CSC Meeting of April 12, 2017 - continued

Order on 4/7/17 open-assembled examination:

12. Supervising Clerk II, LDF 5/2/17

Order on 4/10/17 open-assembled examinations:

13. Adult Protective Services Worker II, LDF 5/5/17
14. Field Maintenance Superintendent, LDF 5/5/17
15. Water Plant Operator III, Zone 7, LDF 5/5/17

Extend eligible lists:

16. Accounting Specialist II, #15-1316-01, terminate on 8/27/17
17. Senior Emergency Services Coordinator, LDF 16-8723-01, terminate on 2/28/18
18. Division Director, Social Services Agency, #15-6050-01, terminate 1/27/18
19. Social Services Program Manager (Promotional), #15-6045-01, terminate on 6/2/18
20. Designate the Program/Financial Specialist, #16-0306-01 as an alternate list for Program Specialist.

F. Eligible Lists

Create, approve and order promulgated:

1. Assessment Roll Manager (Promotional), #17-2875-01
2. Call Center Representative, Department of Child Support Services, #16-1154-01
3. Deputy Director, General Services Agency (Building Maintenance Dept.) #16-0194-02
4. Estate Investigator, #16-8500-01
5. Environmental Health Maintenance Worker, #16-5647-01
6. Junior Engineer, #16-2010-01
7. Latent Fingerprint Examiner, #16-8522-01
8. Lieutenant (Promotional), #16-8620-02
9. Sheriff's Safety Aide, #16-8752-01
10. Specialist Clerk II, #16-1129-01
11. Supervising Eligibility Technician (Promotional), #16-1473-01

G. Classification Recommendations

Department:	Re:
Health Care Services Agency	1. Reallocate one position of 5383, Mid-Level Practitioner to 0305P, Program Specialist Project (Communicable Disease Specialty) (17-29418).
Social Services Agency	2. Reallocate one position of 0305, Program Specialist to 0306, Program/Financial Specialist (17-29414).

IV. CONSENT MATTERS

H. Specialty Designations

Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for one position #310657, job code 6491, Mental Health Specialist II, (Consumer Specialty), effective 4/23/17.

I. Classification Specifications

	<ol style="list-style-type: none">1. Adopt the revised classification specification series of 1866, Application Systems Engineer I and 1867, Application Systems Engineer II.2. Adopt the revised classification specification for 1868, Application Systems Engineer III.3. Revise and retitle classification specification 6230, Assistant Superintendent to 6230, Assistant Superintendent, Probation.4. Adopt the revised classification specification for 2715, Auditor-Appraiser III.5. Revise and retitle classification specification 5076, Business Intelligence and Analytics Director, Health Care Services Agency to 5076, Director of Health and Business Data Analytics, Health Care Services Agency.6. Adopt the revised classification specification for 0170, Chief Investment Officer, Treasurer's Department.7. Adopt the revised classification specification for 9697, Environmental Project Manager.8. Recommend that the Board of Supervisors establish the classification of 0159, Investment Specialist and adopt the classification specification.
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IV. CONSENT MATTERS

I. Classification Specifications - continued

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| <ol style="list-style-type: none">9. Adopt the revised classification for 5760, Programs Performance Management and Accreditation Director.10. Revise and retitle classification specification for 6235, Superintendent Juvenile Hall to 6235, Superintendent, Probation.11. Adopt the revised classification specification for 1856, Web Designer III. |
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