



# **A G E N D A**

## **ALAMEDA COUNTY**

### **CIVIL SERVICE COMMISSION**

**Wednesday, August 3, 2016, 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 JULY 20, 2016 AS MAILED.**

#### **III. APPROVE CONSENT MATTERS - Pages 2 -4**

#### **IV. COMMUNICATION(S) No Actions**

#### **V. APPEALS (Non-Disciplinary Matters) No Actions**

#### **VI. CLOSED SESSION**

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:  
(Five cases)
2. **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. Hearing Calendar

From the Office of Administrative Hearings requesting and order to dismiss Case No. 2016-10; OAH No. 2016060096. Remove from hearing calendar.

#### B. Reinstatement Request(s)

1. Michelle Barrientos, Specialist Clerk I, Health Care Services Agency
2. Amelia Lobo, Account Clerk II, Social Services Agency
3. Mercedes Melano, Employment Counselor, Social Services Agency

#### C. Voluntary Demotion(s)

Robert Palma, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office

#### D. Comparable Transfer(s)

1. Richard Avellar, Technical Support Analyst to Information Systems Analyst, Health Care Services Agency
2. Michael Camiero, Information Network Analyst to Information Systems Analyst, Health Care Services Agency
3. Elizabeth Cook, Healthy Homes Community Development Specialist III to Housing & Community Development Specialist III, Community Development Agency

#### E. Examination Actions – for CSC Meeting of August 3, 2016

Order on 7/21/16 promotional-assembled examination:

1. Assessor Representative, LDF 8/15/16

Order on 7/7/16 open-assembled examination:

2. Water Plant Operator III, Zone 7, LDF 8/1/16

Order on 7/20/16 open-assembled examination:

3. Housing Community Development Specialist III (Housing Community Development Project Coordinator), LDF 8/15/16

Order on 7/22/16 open-assembled examination:

4. Deputy Director, Human Resource Services, LDF 8/16/16

Order on 7/25/16 open-assembled examination:

5. Infrastructure Services Manager, LDF 8/18/16
6. Senior Hazardous Materials Specialist Certified Unified Program Agency (CUPA), LDF 8/19/16

Order on 7/27/16 open-assembled examination:

7. Traffic Signal Supervisor, LDF 8/22/16

Miscellaneous:

8. Extend the last day for filing for Senior Planner, exam #16-2940-01, from 7/25/16 to 7/22/16.

### III. CONSENT MATTERS

#### F. Eligible Lists

Create, approve and order promulgated:

1. Assistant County Counsel, #16-3245-01
2. Behavioral Health Clinician II, #16-6510-01
3. Director, Environmental Health, #16-5681-01
4. Division Director, Public Health, #15-5085-01
5. Health Care Program Administrator II, #16-0315-01
6. Lieutenant (Promotional), #16-8620-01
7. Senior Program Specialist, #15-0307-02
8. Senior Therapist, #16-5865-01

#### G. Classification Recommendations

Department:	Re:
Health Care Services Agency	1. Reallocate one position of 5655, Senior Hazardous Materials Specialist to 5656, Supervising Hazardous Materials Specialist (Certified Unified Program Agency Specialty) (16-26540).
Probation Department	2. Reallocate one position of 1124, Lead Clerk to 0460, Departmental Personnel Officer I (17-26721).
Public Defender's Office	3. Reallocate one position of 1139, Supervising Clerk II to 1142, Administrative Assistant (17-26853).
Sheriff's Office	4. Reallocate one position of 1093, Retired Annuitant Safety II to 8625, Captain, (17-26845).
Social Service Agency	5. Reallocate one position of 6784, Employment Counselor to 0219, Administrative Specialist II (16-25656).

III. CONSENT MATTERS	
H. <u>Specialty Designations</u>	
Department:	Re:
Health Care Services Agency	1. Approve the specialty designation of one position #310744; job code 0307, Senior Program Specialist, (Equity and Social Justice Specialty), effective 8/14/16.
I. <u>Classification Specifications</u>	
	<ol style="list-style-type: none"><li>1. Adopt the revised classification specification for 0468, Disability Program Supervisor.</li><li>2. Adopt the revised classification specification series for 8720, Emergency Services Coordinator I and 8721, Emergency Services Coordinator II.</li><li>3. Adopt the revised classification specification for 8755, Sheriff's Technician.</li><li>4. Adopt the revised classification specification for 1601, Treasurer-Tax Collector's Specialist I and 1602, Treasurer-Tax Collector's Specialist II.</li></ol>