



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, May 6, 2009

(Minutes Subject to Approval at May 20, 2009 Meeting)

The Civil Service Commission will meet **Wednesday, May 20, 2009** at 4:00 p.m.
in Room 222 of the Lakeside Plaza Building.

PRESENT

Commissioners: **O. Long, A Lum, B. Luna, B. Tate**
(D. Brown-Kuria-present for Item VIII. Only)

Interim Secretary: **K. Winer**

County Counsel: **R. Karlsson**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF APRIL 22, 2009 AS MAILED. 4-0

III. APPROVE CONSENT MATTERS - see Page 2. 4-0

IV. COMMUNICATION(S) No Actions

V. APPEALS (Non-Disciplinary Matters) No Actions

VI. CONFIDENTIAL MATTERS - No Actions

VII. FINDINGS OF FACT AND RECOMMENDATION (S)

(For Disciplinary Matters - The Commission may refer these items for confidential discussion.)

Public Employee Discipline/Dismissal/Release - Case No. 08-04 (Sheriff's Office).

The Commissioners voted 4-0 to accept the Hearing Officers Findings of Fact and recommendation of termination.

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

Kay Winer, Chief Assistant Director, Human Resources Department reported on the status of Civil Service Rule changes meet and confer with the union representatives. The fourth meet and confer session scheduled for May 5, 2009 did not take place. SEIU notified Human Resources management that their attorney had advised them that some of the proposed Civil Service Rule changes might be in violation of the County Charter. The unions indicated that another meet and confer session would be scheduled when the legal analysis had been completed.

Commissioner Long would like to see the issues and concerns that other counties may have had and it is in our best interest to have an orientation on all the rule changes. Commissioner Brown concurs with Commissioner Long.

IX. ADJOURNMENT 5-0

III. CONSENT MATTERS - APPROVED

A. Voluntary Demotion(s)

Kausandra Edmond, Eligibility Technician III to Clerk II, Social Services Agency

B. Examination Actions - April 29, 2009

Ordered promotional-assembled examination:
 Senior Vector Control Officer, LDF 5/26/09

Ordered open-assembled examinations:
 Social Work Supervisor, LDF 5/26/09

Miscellaneous:
 Changed Deputy Director, Public Works, examination #O034, from an assembled examination to a continuous examination effective 4/28/09.
 Opened special recruitment for Clerical Assistant (TAP), LDF 5/1/09

C. Examination Actions - May 6, 2009

Reopened continuous examination:
 Specialist Clerk II, LDF 5/15/09

D. Eligible Lists

Created, approved and ordered promulgated:
 Accounting Specialist I, #O009
 Chief Forensic Pathologist, #O018
 Electrician, #N145
 Lieutenant, #O019
 Specialist Clerk I (Step-Up Program), #M137
 Supervising Eligibility Technician, #N152

E. Classification Recommendations - Approved

Department:	Re:
Health Care Services Agency	1. Reallocate one position of 0416, Information Systems Specialist to 0416P, Information System Specialist, Project (09-01251).
Human Resource Services Department	2. Reallocate one position of 1120, Clerk II to 1215, Secretary I, (specialty designation Step-Up) (09-01354).

E. <u>Classification Recommendations</u> - Approved	
Department:	Re:
Public Works Agency	3. Reallocate one position of 0229, Administrative/Financial Services Manager to 0182, Accounting and Finance Manager (09-00939).
Retirement	4. Allocate one additional position of 1346, Investment Analyst, ACERA (09-01178). 5. Reallocate one position of 1120, Clerk II to 1344, Retirement Support Specialist (09-01272).
Sheriff's Office	6. Reallocate one position of 1142, Administrative Assistant to 1215, Secretary I (09-01023).
Social Services Agency	7. Reallocate one position of 1090, Retired Annuitant I to 1091, Retired Annuitant II (09-01336).
F. <u>Classification Specifications</u> - Approved	
	1. Revise and retitle 5342, Utilization Review Coordinator to 5342, Authorization Services Administrator and adopt the revised classification specification.
ADJOURNMENT There being no further business, the meeting was adjourned. _____ Kay Winer, Interim Secretary	