



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

WEDNESDAY, JUNE 3, 2020, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20, ISSUED ON MARCH 17, 2020, THIS MEETING WILL BE HELD BY TELECONFERENCE ONLY. NO PHYSICAL LOCATION WILL BE AVAILABLE FOR TELECONFERENCE MEETINGS. YOU MAY OBSERVE THE MEETING BY JOINING THE LIVE STREAMING AT <https://zoom.us/j/95404566084>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO Nina.Hinton3@acgov.org PRIOR TO THE BEGINNING OF THE MEETING. SPOKEN PUBLIC COMMENT WILL BE ACCEPTED THROUGH THE TELECONFERENCING MEETING.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND BROWN ACT, THOSE REQUIRING ACCOMODATIONS FOR THE MEETING SHOULD NOTIFY THE COMMISSION SECRETARY AT (510) 272-6435 OR Nina.Hinton3@acgov.org AT LEAST 24 HOURS PRIOR TO THE MEETING. TELECONFERENCING GUIDELINES: MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCING GUIDELINES POSTED ON-LINE AT

<http://www.acgov.org/hrs/csc/calendar.htm>.

Commissioner Arlene Lum, President
Commissioner Barbara Luna, Vice-President
Commissioner Dan Chang
Commissioner Ross Peterson

Joe Angelo, Secretary to
Civil Service Commission
Andrea Weddle, Chief Assistant County Counsel

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| I. CALL TO ORDER | |
| II. APPROVE THE MINUTES OF MAY 20, 2020 AS MAILED. | |
| III. PUBLIC COMMENTS: | |
| IV. APPROVE CONSENT MATTERS - Pages 2 - 3 | |
| V. COMMUNICATION(S) | |
| VI. APPEALS (Non-Disciplinary Matters) | |
| VII. CLOSED SESSION | |
| 1. <u>Conference with Legal Counsel - Potential Litigation</u> : 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. <u>Reinstatement Request(s)</u>	
1. Shelisa Jackson, Human Resources Analyst, Zone 7	
B. <u>Voluntary Demotions</u>	
1. Liza Christine Amiwero-Roache, Social Worker II to Eligibility Services Technician III, Social Services Agency	
C. <u>Examination Actions – for CSC Meeting of June 3, 2020</u>	
Open-Assembled Examinations	
Order on 5/8/20	1. Fund Development and Grant Specialist, LDF 6/1/20
Order on 5/13/20	2. Auditor Associate I, LDF 6/8/20
Order on 5/21/20	3. Payroll Records Clerk, LDF 6/15/20
Continuous Examinations	
Re-open on 5/13/20	4. Energy Project Manager, LDF 6/8/20
Miscellaneous	
	5. Extend the last day for filing for Instrument Technician II, Zone 7, exam #20-4994-01 from 5/14/20 to 6/15/20
	6. Extend the last day for filing for Procurement and Contract Supervisor, Zone 7, exam #20-4956-01 from 5/15/20 to 6/22/20
	7. Extend the last day for filing for Fire Fighter Recruit, exam #20-8137-01 from 5/29/20 to 6/30/20
	8. Extend the last day for filing for Social Work Supervisor, exam #20-6730-01 from 5/14/20 to 5/28/20
	9. Extend the last day for filing for Deputy Agricultural Commissioner Sealer of Weights and Measures, exam #20-8421-01 from 5/22/20 to 6/30/20.
	10. Extend the last day for filing for Institutional Supervisor II, exam #19-6225-01 from 5/26/20 to 6/26/20.
	11. Change the Energy Project Manager, exam #19-9696-01 from an Open Assembled to an Open Continuous effective 11/05/19.
	12. Cancel examination #19-7510-01, Food Service Worker, effective 01/24/20.

IV. CONSENT MATTERS	
D. <u>Eligible Lists</u>	
Create Approve and Order Promulgated:	
1. Deputy Director, Public Health, exam #19-5047-01	
E. <u>Classification Recommendations</u>	
Department:	Regarding:
Health Care Services Agency	1. Reallocate one position of 0305P, Program Specialist (Project), to 0305 Program Specialist (20-35009).
Social Services Agency	2. Reallocate one position of 6720, Social Worker III, to 6796, Staff Development Specialist (20-34971).
F. <u>Specialty Designations</u>	
Department:	Regarding:
Department of Child Support Services	1. Approve the specialty designation for three positions, job code 1154, Customer Services Representative, Department of Child Support Services (Spanish Speaking Specialty), Positions: #309627, 309633, 309641.
Health Care Services Agency	2. Approve the specialty designation for position #430300, job code 0305, Program Specialist, (Homeless Program Specialty), effective 6/14/20.
G. <u>Classification Specifications</u>	
Unrepresented ACERA Management	1. Adopt the revised and retitled classification of job code 1349, from Senior Investment Officer, ACERA, to Investment Operations Officer, ACERA.
Unrepresented Management	2. Adopt the revised and retitled classification of job code 1829, from Deputy Director, Information Technology Department, to Senior Technical Services Director.
Unrepresented Management	3. Adopt the revised classification specification for job code 1849, Chief Information Officer.