



Summary Action Minutes

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

I. CALLED TO ORDER	
II. APPROVED THE MINUTES OF MAY 20, 2020 AS MAILED.	4-0
III. PUBLIC COMMENTS:	None
IV. APPROVED CONSENT MATTERS - Pages 2 - 3	4-0
V. COMMUNICATION(S)	None
VI. APPEALS (Non-Disciplinary Matters)	None
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:	No Actions
IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:	None
X. ADJOURNMENT	4-0

IV. CONSENT MATTERS - APPROVED	
A. Reinstatement Request(s)	
1. Shelisa Jackson, Human Resources Analyst, Zone 7	
B. Voluntary Demotions	
1. Liza Christine Amiwero-Roache, Social Worker II to Eligibility Services Technician III, Social Services Agency	
C. Examination Actions – for CSC Meeting of June 3, 2020	
Open-Assembled Examinations	
Ordered on 5/8/20	1. Fund Development and Grant Specialist, LDF 6/1/20
Ordered on 5/13/20	2. Auditor Associate I, LDF 6/8/20
Ordered on 5/21/20	3. Payroll Records Clerk, LDF 6/15/20
Continuous Examinations	
Re-opened on 5/13/20	4. Energy Project Manager, LDF 6/8/20
Miscellaneous	
	5. Extended the last day for filing for Instrument Technician II, Zone 7, exam #20-4994-01 from 5/14/20 to 6/15/20
	6. Extended 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. Extended the last day for filing for Fire Fighter Recruit, exam #20-8137-01 from 5/29/20 to 6/30/20
	8. Extended the last day for filing for Social Work Supervisor, exam #20-6730-01 from 5/14/20 to 5/28/20
	9. Extended 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. Extended the last day for filing for Institutional Supervisor II, exam #19-6225-01 from 5/26/20 to 6/26/20.
	11. Changed the Energy Project Manager, exam #19-9696-01 from an Open Assembled to an Open Continuous effective 11/05/19.
	12. Canceled examination #19-7510-01, Food Service Worker, effective 01/24/20.

IV. CONSENT MATTERS - APPROVED

D. Eligible Lists

Created Approved and Ordered Promulgated:

1. Deputy Director, Public Health, exam #19-5047-01

E. Classification Recommendations

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. Specialty Designations

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. Classification Specifications

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.

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

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 Joe Angelo, Secretary to Civil Service Commission