



# Summary Action Minutes

## ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY, JUNE 17, 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/97506659125>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO [Nina.Hinton3@acgov.org](mailto: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](mailto: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. CALLED TO ORDER	
II. APPROVED THE MINUTES OF June 3, 2020 AS MAILED.	4-0
III. PUBLIC COMMENTS:	None
IV. APPROVED CONSENT MATTERS - Pages 3 - 5	4-0
V. COMMUNICATION(S) From the Human Resource Services Staff regarding a revision of Civil Service Rule 1050, <u>Terms and Definitions</u> <u>STAFF RECOMMENDATION:</u> Post Rule Change	4-0
VI. APPEALS (Non-Disciplinary Matters)	None

<b>VII. CLOSED SESSION</b>  <b>1. REPORT AND RECOMMENDATION(S):</b> Public Employee Discipline/Dismissal/Release – Case No. 2019-04 OAH No. 2019090442 (Health Care Services Agency).	<b>3-1</b>
<b>2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:</b> (Four cases)	
<b>3. <u>Conference with Legal Counsel - Potential Litigation:</u></b> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	
<b>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b>  On Item VII. 1, by a vote of 3 to 1 (Commissioner Chang in opposition), the Commission voted to adopt the Findings of Fact and Conclusions of Law and affirm the recommendation of the Administrative Law Judge to uphold the discipline.	<b>3-1</b>
<b>IX. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</b>	<b>None</b>
<b>X. ADJOURNMENT</b>	<b>4-0</b>

<b>IV. CONSENT MATTERS - APPROVED</b>	
<b>A. Hearing Calendar</b>	
<ol style="list-style-type: none"> <li>1. Correspondence from Will M. Yamada of Tribuiano &amp; Yamada, LLP, requesting an appeal hearing for Case No. 2020-01. <b>Set for hearing.</b></li> <li>2. Correspondence from Mark E. Wilson, Attorney of Mastagni Holstedt, requesting an appeal hearing for Case No. 2020-02. <b>Set for hearing.</b></li> </ol>	
<b>B. Reinstatement Request(s) - None</b>	
<b>C. Voluntary Demotions</b>	
<ol style="list-style-type: none"> <li>1. William Oluyinka Fasanya, Social Services Ombudsperson to Deputy Public Guard-Conservator/Investigator, Social Services Agency</li> </ol>	
<b>D. Examination Actions – for CSC Meeting of June 3, 2020</b>	
<b>Promotional-Assembled Examinations</b>	
Ordered on 6/4/20	1. Senior Vector Control Biologist, LDF 6/29/20
Ordered on 6/5/20	2. Real Estate Projects Manager, LDF 6/29/20
<b>Open-Assembled Examinations</b>	
Ordered on 5/26/20	3. Food Service Worker, LDF 6/19/20
Ordered on 5/21/20	4. Senior Rehabilitation Counselor, LDF 6/15/20
Ordered on 5/28/20	5. Behavioral Health Crisis Intervention Specialist Supervisor, LDF 6/22/20
Ordered on 5/22/20	6. Senior Auditor/Accountant, Zone 7, LDF 6/19/20
Ordered on 5/29/20	7. Supervising Civil Engineer, LDF 6/26/20
Ordered on 5/27/20	8. Human Resource Validation Processor, LDF 6/22/20
<b>Continuous Examinations</b>	
Re-opened on 5/29/20	9. Deputy Sheriff's Recruit, LDF 6/23/20
Re-opened on 6/9/20	10. Deputy Sheriff I (POST Graduate), LDF 7/6/20
Re-opened on 6/9/20	11. Deputy Sheriff II (Lateral), LDF 7/6/20
<b>Extended Eligible List</b>	12. Accounting Specialist II, #18-1316-02 terminate on 9/10/20
<b>Miscellaneous</b>	
	13. Extended the last day for filing for Safety Officer, Exam #20-2117-01 from 5/29/20 to 6/19/20

<b>IV. CONSENT MATTERS - APPROVED</b>	
	14. Extended the last day for filing for Fund Development and Grant Specialist, Exam #18-0310-01 from 6/01/20 to 6/19/20
	15. Extended the last day for filing for Legal Secretary, Exam #19-1240-01 from 5/29/20 to 6/12/20
	16. Extended the last day for filing for Associate Civil Engineer/ Professional Geologist, Zone 7, Exam #20-4965-01 from 5/29/20 to 6/29/20
<b>E. <u>Eligible Lists</u></b>	
<b>Created Approved and Ordered Promulgated:</b>	
<ol style="list-style-type: none"> <li>1. Quality Management Program Director, BHCS, Exam #19-5077-01</li> <li>2. Behavioral Health Clinician II, Exam #19-6510-01</li> <li>3. Deputy Sheriff I (POST), Exam #19-8602-02</li> <li>4. Deputy Sheriff II (Lateral), Exam #19-8604-02</li> <li>5. Assistant Chief Probation Officer, Exam #20-6145-01</li> </ol>	
<b>F. <u>Classification Recommendations</u></b>	
<b>Department:</b>	<b>Regarding:</b>
Community Development Agency	1. Reallocate one position of 2957P, Healthy Housing Rehabilitation Specialist III (Project), to 2996, Healthy Homes Community Development Specialist III (20-35049)
County Administrator	2. Allocate one additional position of 0305P, Program Specialist (Project), (20-35190)
Health Care Services Agency	<ol style="list-style-type: none"> <li>3. Allocate one additional position of 0308, Supervising Program Specialist (20-34727)</li> <li>4. Reallocate one position of 6640, Rehabilitation Counselor II, to 6510, Behavioral Clinician II (20-35118)</li> <li>5. Reallocate one position of 0225, Financial Services Director, Health Care Services Agency, to 5056, Assistant Director, Health Care Services Agency (20-35167).</li> </ol>
Probation Department	6. Reallocate one position of 1091, Retired Annuitant II, to 1090, Retired Annuitant I (20-33463)
Public Works Agency	7. Reallocate one position of 9630, Street Light Technician, to 9627, Traffic Signal Technician (20-35151).

**IV. CONSENT MATTERS - APPROVED**

Sheriff's Office	8. Allocate one additional position of 0411, Information Systems Technician II (20-34920) 9. Allocate one position of 0419, Information Systems Analyst (20-34921)
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**G. Specialty Designations**

Department:	Regarding:
Community Development Agency	1. Remove specialty designation for position #303224, job code 2960, Housing and Community Development Manager ( <b>Housing and Community Development Specialty</b> ). 2. Remove specialty designation for position #420656, job code 2960, Housing and Community Development Manager ( <b>Housing Development Project Coordinator Specialty</b> ).
Health Care Services Agency	3. Approve the specialty designation for position #403300, job code 0305, Program Specialist, ( <b>Homeless Program Specialty</b> ), effective 6/14/20. 4. Remove the specialty designation for position #310798, job code 6510, Behavioral Clinician II ( <b>Male Only Specialty</b> ), effective 6/28/20.

**H. Classification Specifications**

Unrepresented General Management	1. Adopt the revised classification of job code 5098, Workforce Education and Training Manager, Health Care Services Agency.
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**ADJOURNMENT**

There being no further business, the meeting was adjourned.

DocuSigned by:  
  
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 Joe Angelo, Secretary to Civil Service Commission