



# A G E N D A

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

WEDNESDAY, AUGUST 12, 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/92211913158>. 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 Court

I. CALL TO ORDER	
II. APPROVE THE MINUTES OF JULY 29, 2020 AS MAILED.	
III. PUBLIC COMMENTS:	
IV. APPROVE CONSENT MATTERS - Pages 3 - 5	
V. COMMUNICATION(S)	
VI. APPEALS (Non-Disciplinary Matters)	

<b>VII. CLOSED SESSION</b>	
1. <b><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>	
<b>IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:</b>	
<b>X. ADJOURNMENT</b>	

<b>IV. CONSENT MATTERS</b>	
<b>A. Hearing Calendar - None</b>	
<b>B. Reinstatement Request(s)</b>	
1. Teena Whitmer, Administrative Specialist II, Health Care Services Agency	
<b>C. Voluntary Demotions - None</b>	
<b>D. Examination Actions – for CSC Meeting of August 12, 2020</b>	
<b>Promotional-Assembled Examinations</b>	
Order on 7/13/20	1. Senior Assessor's Technician, LDF 8/7/20.
Order on 7/21/20	2. Adult Protection Supervisor, LDF 8/17/20.
Order on 7/30/20	3. Workforce Education and Training Manager, HCSA, LDF 8/24/20.
<b>Open-Assembled Examinations</b>	
Order on 7/20/20	4. County Health Officer, LDF 08/13/20.
Order on 7/24/20	5. Sheriff's Safety Aide, LDF 8/19/20.
Order on 7/30/20	6. Fire Dispatcher, LDF 8/24/20.
<b>Open-Continuous Examinations</b>	
Order on 7/28/20	7. Eligibility Services Technician I, LDF 8/21/20.
<b>Continuous Examinations</b>	
Re-open on 6/26/20	8. Deputy Sheriff's Recruit, LDF 7/28/20.
Re-open on 7/8/20	9. Deputy Sheriff I (POST Graduate), LDF 8/7/20.
Re-open on 7/8/20	10. Deputy Sheriff II (Lateral), LDF 8/7/20.
Re-open on 7/23/20	11. Financial Analyst, Zone 7, LDF 8/21/20.
Re-open on 7/31/20	12. Water Plant Operator III, Zone 7, LDF 8/31/20.
Re-open on 8/3/20	13. Financial Services Officer, LDF 8/28/20.
Re-open on 8/3/20	14. Registered Environmental Health Specialist, LDF 8/28/20.

<b>IV. CONSENT MATTERS</b>	
<b>Miscellaneous</b>	
	15. Extend the last day for filing for Capital Programs Manager, Exam #20-2218-01, from 7/31/20 to 8/21/20.
	16. Extend the last day for filing for Deputy Agricultural Commissioner/Sealer of Weights and Measures #20-8421-01, from 7/30/20 to 8/31/20.
<b>E. <u>Eligible Lists</u></b>	
<b>Create Approve and Order Promulgated:</b>	
<ol style="list-style-type: none"> <li>1. Administrative Assistant, Zone 7, Exam # 20-4918-01</li> <li>2. Real Estate Projects Manager (Promotional), Exam #20-9695-01.</li> <li>3. Sheriff's Program/Financial Specialist, Exam #20-0237-01.</li> <li>4. Computer Operations Supervisor (Promotional), Exam #20-1814-01.</li> <li>5. Institutional Supervisor I, Exam #20-6217-01.</li> <li>6. Fire Public Affairs Manager, Exam #20-8133-01.</li> </ol>	
<b>F. <u>Classification Recommendations</u></b>	
<b>Department:</b>	<b>Regarding:</b>
Human Resource Services	<ol style="list-style-type: none"> <li>1. Reallocate seven positions of 0280, Human Resources Analyst II to 0291, Human Resources Analyst (21-35531).</li> <li>2. Reallocate one position of 0280, Human Resources Analyst II to 0291, Human Resources Analyst (21-35532).</li> <li>3. Reallocate one position of 0280, Human Resources Analyst II to 0291, Human Resources Analyst (21-35534).</li> </ol>
Public Works Agency	<ol style="list-style-type: none"> <li>4. Reallocate one position of 9105, Laborer to 9616, Bridge Tender (21-35533).</li> </ol>

<b>IV. CONSENT MATTERS</b>	
<b>G. <u>Specialty Designations</u></b>	
<b>Department:</b>	<b>Regarding:</b>
Health Care Services Agency	<ol style="list-style-type: none"><li>1. Approve specialty designation for position #311135, job code 0305, Program Specialist, (<b>Spanish Speaking</b>), effective 8/23/20.</li><li>2. Remove specialty designation for position #310404, job code 1091, Retired Annuitant II, (<b>AIDS Option</b>), effective 8/23/20.</li><li>3. Approve specialty designation for position #312597, job code 5320, Registered Nurse IV, (<b>PHN/Pediatric</b>), effective 8/23/20.</li><li>4. Remove specialty designation for position #312597, job code 5320, Registered Nurse IV, (<b>PHN/MCAH</b>), effective 8/22/20.</li></ol>
<b>H. <u>Classification Specifications</u></b>	
Unrepresented General Management	<ol style="list-style-type: none"><li>1. Adopt the revised classification of job code 1583, Civil Paralegal.</li></ol>