



Agenda

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

WEDNESDAY, OCTOBER 21, 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/93085430191>. 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.	CALL TO ORDER	
II.	APPROVE THE MINUTES OF OCTOBER 7, 2020 AS MAILED.	
III.	PUBLIC COMMENTS:	
IV.	APPROVE CONSENT MATTERS - Pages 3 - 5	
V.	COMMUNICATION(S):	
VI.	APPEALS (Non-Disciplinary Matters)	

VII. CLOSED SESSION	
1. REPORT AND RECOMMENDATION(S): Public Employee Discipline/Dismissal/Release – Case No. 2019-11– OAH No. 2020010888 (Behavioral Health Care Services).	
2. <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. Hearing Calendar	
1. Order from the Office of Administrative Hearing Granting Motion to Dismiss Appeal for Case No. 2020-03; OAH No. 2020080259. Remove from hearing calendar.	
2. Correspondence from David Fujimoto, Attorney with Weinberg, Roger & Rosenfeld, requesting an appeal hearing for Case No. 2020-05. Set for hearing.	
3. Correspondence from Will M. Yamada, Attorney with Tribuiano & Yamada, LLP, requesting an appeal hearing for Case No. 2020-06. Set for hearing.	
B. Reinstatement Request(s)	
1. Evian Tan, Financial Services Specialist I, Health Care Services Agency.	
2. Sylvia Wright, Appraiser I, Assessor's Office.	
C. Voluntary Demotions - None	
D. Comparable Transfer(s) - None	
E. Examination Actions – for CSC Meeting of October 21, 2020	
Open-Assembled Examinations	
Order on 10/1/20	1. Hazardous Materials Specialist, LDF 10/26/20.
Order on 10/2/20	2. Electrician, LDF 10/26/20.
Order on 10/5/20	3. Library Manager II, LDF 10/29/20.
Order on 10/6/20	4. Public Works Inspector III, Construction, LDF 11/2/20.
Order on 10/6/20	5. Traffic Signal Technician, LDF 11/2/20.
Order on 10/9/20	6. School Health Services Administrator, CHSC, LDF 11/2/20.
Order on 10/9/20	7. Family Support Case Manager, LDF 11/2/20.
Order on 10/16/20	8. Policy Director, LDF 11/10/20
Re-Open Continuous Examinations	
Re-open on 9/25/20	9. Deputy Sheriff's Recruit, LDF 10/27/20.
Re-open on 10/6/20	10. Deputy Sheriff I (POST Graduate), LDF 11/6/20.
Re-open on 10/6/20	11. Deputy Sheriff II (Lateral), LDF 11/6/20.
Re-open on 10/6/20	12. Quality Assurance Administrator, BHCS, LDF 11/2/20.
Re-open on 10/16/20	13. Program/Financial Specialist, LDF 11/10/20.

IV. CONSENT MATTERS -	
Terminate Eligible Lists	
	14. Civil Legal Secretary #19-1242-01, effective 10/12/2020.
Reinstate Eligible List	
	15. Deputy Probation Officer I, Exam #18-6108-01, Terminate on 11/30/20.
	16. Adult Protective Services Worker II, Exam #19-6765-01, Terminate on 3/31/21.
	17. Specialist Clerk I, Exam #19-1128-02, Terminate on 10/6/21.
Miscellaneous	
	18. Extend the last day for filing for examination #20-0143-01, Auditor, from 10/8/20 to 10/14/20.
	19. Cancel the Civil Legal Secretary exam #20-1242-01, effective 8/10/20.
F. <u>Eligible Lists</u>	
Create Approve and Order Promulgated:	
<ol style="list-style-type: none"> 1. Retirement Technician, Exam #20-1352-01. 2. Application Systems Engineer III, Exam #20-1868-01. 3. Senior Assessor's Technician (Promotional), Exam #20-2508-01. 4. Deputy Public Defender, #20-3125-01. 5. Associate Civil Engineer/Professional Geologist, Zone 7, Exam #20-4965-01. 6. Deputy Sheriff I (POST Academy Graduate), Exam #20-8602-01. 7. Deputy Sheriff II (Lateral), Exam #20-8604-01. 	
G. <u>Classification Recommendations</u>	
Department:	Regarding:
Assessor	1. Reallocate two positions of 2710 - Auditor-Appraiser II, to 2851 - Assessment Supervisor II (21-35827)
Health Care Services Agency	2. Reallocate one position of 6646 - Senior Clinical Case Manager, Center For Healthy Schools And Communities, to 5056 - Assistant Director, Health Care Services Agency (21-35932).
Information Technology	3. Reallocate one position of 1120 - Clerk II, to 1314 - Accounting Specialist I (21-35741).

IV. CONSENT MATTERS -	
Public Defender	<ol style="list-style-type: none"> 4. Reallocate one position of 1585N – Legal Assistant, Services As Needed, SAN, to 1587 P - Attorney Assistant Project (21-35608). 5. Reallocate one position of 1585N – Legal Assistant, Services As Needed, SAN, to 1587 P - Attorney Assistant Project (21-35610).
Sheriff’s Office	<ol style="list-style-type: none"> 6. Reallocate one position of 1139 - Supervising Clerk II, to 1220 - Secretary II (21-35653). 7. Allocate one additional position of 8178N – Registered Veterinary Technician, Services As Needed, SAN (21-35740).
Social Services Agency	<ol style="list-style-type: none"> 8. Reallocate one position of 6784 - Employment Counselor, to 0305 - Program Specialist (20-34796). 9. Reallocate one position of 0219 - Administrative Specialist II, to 0305 - Program Specialist (21-35611). 10. Reallocate one position of 0215 - Senior Financial Services Specialist, to 0306 - Program/Financial Specialist (21-35612). 11. Reallocate one position of 1128 - Specialist Clerk I, to 1132 - Eligibility Support Clerk (21-35739).
H. <u>Specialty Designations</u> - None	
I. <u>Classification Specifications</u>	
Unrepresented Management	<ol style="list-style-type: none"> 1. Recommend the Board of Supervisors establish the classification of 0196 – Deputy Director of Detention Facilities Operations, and adopt the classification specification. 2. Adopt the revised classification specification of job code 5056 - Assistant Director, Health Care Services Agency.