



Summary Action Minutes

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. CALLED TO ORDER		
II. APPROVED THE MINUTES OF OCTOBER 7, 2020 AS MAILED.		3-0 1 Absent
III. PUBLIC COMMENTS:		None
IV. APPROVED CONSENT MATTERS - Pages 3 - 5		3-0 1 Absent
V. COMMUNICATION(S):		None
VI. APPEALS (Non-Disciplinary Matters)		None
VII. CLOSED SESSION		3-0 1 Absent
1. REPORT AND RECOMMENDATION(S): Public Employee Discipline/Dismissal/Release – Case No. 2019-11– OAH No. 2020010888 (Behavioral Health Care Services).		3-0 1 Absent

<p>2. Conference with Legal Counsel – Potential Litigation: Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9</p>	
<p>VIII. _COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</p> <p>On Closed Session Item VII., 1., by a Vote of 3 to 0; 1 Absent (Commissioner Peterson); the Commission Voted to Accept the Findings of Fact and Conclusions of Law in the Administrative Law Judge (ALJ) Report, but to Reduce the Discipline to a Suspension. Return to Employment on November 30, 2020, is Contingent upon Meeting Minimum Qualifications of the Position.</p>	<p>3-0 1 Absent</p>
<p>IX. _CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</p>	<p>None</p>
<p>X. _ADJOURNMENT</p>	<p>3-0 1 Absent</p>

IV. CONSENT MATTERS - APPROVED	
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	
Ordered on 10/1/20	1. Hazardous Materials Specialist, LDF 10/26/20.
Ordered on 10/2/20	2. Electrician, LDF 10/26/20.
Ordered on 10/5/20	3. Library Manager II, LDF 10/29/20.
Ordered on 10/6/20	4. Public Works Inspector III, Construction, LDF 11/2/20.
Ordered on 10/6/20	5. Traffic Signal Technician, LDF 11/2/20.
Ordered on 10/9/20	6. School Health Services Administrator, CHSC, LDF 11/2/20.
Ordered on 10/9/20	7. Family Support Case Manager, LDF 11/2/20.
Ordered on 10/16/20	8. Policy Director, LDF 11/10/20
Re-Open Continuous Examinations	
Re-Opened on 9/25/20	9. Deputy Sheriff's Recruit, LDF 10/27/20.
Re-Opened on 10/6/20	10. Deputy Sheriff I (POST Graduate), LDF 11/6/20.
Re-Opened on 10/6/20	11. Deputy Sheriff II (Lateral), LDF 11/6/20.
Re-Opened on 10/6/20	12. Quality Assurance Administrator, BHCS, LDF 11/2/20.
Re-Opened on 10/16/20	13. Program/Financial Specialist, LDF 11/10/20.

IV. CONSENT MATTERS - APPROVED	
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. Extended the last day for filing for examination #20-0143-01, Auditor, from 10/8/20 to 10/14/20.
	19. Canceled the Civil Legal Secretary exam #20-1242-01, effective 8/10/20.
F. <u>Eligible Lists</u>	
Created Approved and Ordered 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 - APPROVED

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. Specialty Designations - None

I. Classification Specifications

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.
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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