



# Summary Action Minutes

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

WEDNESDAY JUNE 30, 2021, 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/98200063361>. 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 THE BROWN ACT, THOSE REQUIRING ACCOMMODATIONS 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 (*Absent*)  
 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 JUNE 16, 2021 AS MAILED.	3-0
III. PUBLIC COMMENTS:	None
IV. APPROVED CONSENT MATTERS - Pages 3 - 6	3-0
V. COMMUNICATION(S):	None
VI. APPEALS (Non-Disciplinary Matters)	None
VII. CLOSED SESSION	None
1. Public Employment pursuant to Government Code §54957:	None
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:	None
3. <u>Conference with Legal Counsel - Existing Litigation:</u>	None

<b>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b>	<b>No Action</b>
<b>IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:</b>	<b>None</b>
<b>X. ADJOURNMENT</b>	<b>3-0</b>

**IV. CONSENT MATTERS - APPROVED**

**A. Hearing Calendar - None**

**B. Reinstatement Request(s)**

1. Cindy Hoang, Specialist Clerk I, Health Care Services Agency

**C. Voluntary Demotions**

1. Lisa Bradley, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
2. Steven Chavez, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
3. Vernon Grevious, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
4. Gregory Harman, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
5. Kwang Lee, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
6. Kathleen Gale Martinson, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
7. Atwan Phuoc Nguyen, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
8. Hung Thanh Nguyen, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
9. Roberta Jean Kossick O'Neill, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
10. Everett David Peterson, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
11. Thomas Frederick Rosenlind, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
12. Juan Sanchez, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
13. Sophal Ricky Sem, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
14. Yucel Tatlisu, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
15. Phong Tran, Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency
16. Warren Young Welfare Investigator II to Quality Assr/Quality Control Tech, Social Services Agency

**D. Comparable Transfer(s)**

1. Daphne Robert, Infrastructure Services Manager to Technical Services Director, Information Tech Department

**E. Transfer CSC (Rule 1732) - None**

**IV. CONSENT MATTERS - APPROVED**

**F. Examination Actions – for CSC Meeting of June 30, 2021**

**Promotional-Assembled Examinations**

OPEN DATE	EXAMINATION TITLE	LDF
6/15/21	1. Fire Captain (Promotional)	7/15/21
6/23/21	2. Fire Department Accounting Specialist (Promotional)	7/19/21

**Open-Assembled Examinations**

OPEN DATE	EXAMINATION TITLE	LDF
6/7/21	3. Assessor's Technician	7/1/21
6/7/21	4. Supervising Financial Services Specialist	7/1/21
6/17/21	5. Custodian HARD	7/12/21
6/21/21	6. Fire Department Plan Checker	7/15/21
6/23/21	7. Assistant Water Resources Planner, Zone 7	7/16/21

**Miscellaneous**

8. Extended the last day for filing for Chief Deputy Tax Collector (Promotional), Exam #21-0070-01, from 6/22/21 to 7/9/21.
9. Extended the last day for filing for Supervising Accountant, Exam #20-0140-02, from 6/8/21 to 6/22/21.

**G. Eligible Lists**

**Created Approved and Ordered Promulgated:**

1. Appraiser III, Exam #20-2620-01.
2. Behavioral Health Clinical Supervisor, Exam #20-6525-01.
3. Behavioral Health Crisis Intervention Specialist I, Exam #21-6512-01.
4. Community Outreach Worker II, Exam #20-6701-02.
5. Deferred Compensation Specialist (Promotional), Exam #21-1540-01.
6. Deferred Compensation Technician, Exam #21-1541-01.
7. Departmental Human Resources Manager (Promotional), Exam #21-0462-01.
8. Program Services Coordinator, Exam #20-6927-01.
9. Survey Technician III, Exam #21-2147-01.

IV. CONSENT MATTERS - <b>APPROVED</b>		
H. <u>Classification Recommendations</u>		
Department	Regarding:	
CDA	1. Reallocate one position of 2973 P - Housing and Community Development Technician II Project, to 2973 - Housing and Community Development Technician II	21-36602
	2. Reallocate one position of 0207 - Senior Management Analyst, to 2960 - Housing and Community Development Manager	21-36735
	3. Reallocate one position of 2973 - Housing and Community Development Technician II, to 2966 - Housing and Community Development Specialist III <b>(Housing Dev Proj Coordinator)</b>	21-37032
Health Care Services Agency	4. Reallocate one position of 0305 P - Program Specialist Project, to 5063 P - Director of Clinical Case Management Methods Project	21-36399
	5. Allocate one additional position of 1710 - Supply Clerk II	21-36814
	6. Allocate one additional position of 6927 - Program Services Coordinator	21-36815
	7. Reallocate one position of 5383 P - Mid-Level Practitioner Project, to 5083 P - Deputy Division Director, Public Health Project	21-36855
	8. Reallocate one position of 5400N - Student Professional Worker N, to 0220 P - Supervising Administrative Specialist Project	21-36860
	9. Allocate one additional position of 0204 P - Management Associate II Project	21-37039
	10. Allocate one additional position of 0206 P - Management Analyst Project	21-37040
	11. Reallocate one position of 6701 - Community Outreach Worker II ( <b>Tongan Speaking</b> ), to 6707 - Family Support Case Manager ( <b>MPCAH Option</b> )	21-37047
	12. Reallocate one position of 6991 - Mobile Health Services Support Worker, to 0308 - Supervising Program Specialist ( <b>Emergency Preparedness Profess</b> )	21-37066
	13. Reallocate one position of 6720 - Social Worker III ( <b>Homeless Program Specialty</b> ), to 0214 - Financial Services Specialist II	21-37143

<b>IV. CONSENT MATTERS - APPROVED</b>	
	14. Reallocate one position of 1128 - Specialist Clerk I, to 0204 P - Management Associate II Project 21-37167
	15. Reallocate one position of 1129 - Specialist Clerk II, to 0204 P - Management Associate II Project 21-37168
<b>Probation</b>	16. Reallocate one position of 1220 - Secretary II, to 6118 - Probation Specialist 21-36802
	17. Reallocate one position of 1091 - Retired Annuitant II, to 6031 - Probation Re-Entry Services Coordinator 21-36805
<b>Sheriff</b>	18. Reallocate one position of 8604 - Deputy Sheriff II, to 8617 - Sergeant 21-36722
	19. Allocate one additional position of 8604, Deputy Sheriff II 21-36882
<b>I. <u>Specialty Designations</u></b>	
<b>Health Care Services Agency</b>	1. Remove specialty designation for position #310621 Job Code 6510, Behavioral Clinician II ( <b>Early Childhood</b> ) Effective 7/10/21. 2. Approve specialty designation for position #310621 Job Code 6510, Behavioral Clinician II ( <b>Early Childhd and Spanish Spkg</b> ) Effective 7/11/21.
<b>J. <u>Classification Specifications</u></b>	
<b>ACMEA – General Management</b>	1. Adopt the revised classification specification of job code 2623 - Supervising Appraiser I
<b>IAFF 55A – Fire</b>	2. Adopt the revised classification specification of job code 8137 - Firefighter Recruit.
<b>Unrepresented – Confidential Management, Zone 7</b>	3. Recommend that the Board of Supervisors establish the classification of job code 3609 - Government Relations Manager, Zone 7, and adopt the classification specification.
<b>ADJOURNMENT</b>	
There being no further business, the meeting was adjourned.	
DocuSigned by:  2CC022F934DA404...	
_____ <b>JOE ANGELO, Secretary to Civil Service Commission</b>	