



*Summary Action Minutes*  
**ALAMEDA COUNTY**  
**CIVIL SERVICE COMMISSION**

WEDNESDAY March 23, 2022, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

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://us06web.zoom.us/j/82097269498>. 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  
 Commissioner Ross Peterson  
 Commissioner Julie Yim

Joe Angelo, Secretary to  
 Civil Service Commission  
 Andrea Weddle,  
 Chief Assistant County Counsel

I.	CALLED TO ORDER	
II.	APPROVED THE MINUTES OF MARCH 9, 2022, AS MAILED.	4-0
III.	PUBLIC COMMENTS:	None
IV.	APPROVED CONSENT MATTERS - Pages 3 - 5	4-0
V.	COMMUNICATION(S):	None
VI.	APPEALS (Non-Disciplinary Matters)	None
VII.	CLOSED SESSION	None
VIII.	COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	No Action
IX.	CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:  At the request of Commissioner Lum, staff provided an update regarding virtual versus in-person meetings.	
X.	ADJOURNMENT	4-0

<b>V. CONSENT MATTERS - APPROVED</b>		
<b>A. <u>Hearing Calendar</u> - None</b>		
<b>B. <u>Reinstatement Request(s)</u></b>		
1. Cristina Johnson, Specialist Clerk II, Health Care Services Agency.		
2. Javarre Wilson, Program Services Coordinator, Health Care Services Agency.		
<b>C. <u>Voluntary Demotions</u> - None</b>		
<b>D. <u>Comparable Transfer(s)</u> - None</b>		
<b>E. <u>Transfer CSC (Rule 1732)</u> - None</b>		
<b>F. <u>Examination Actions – for CSC Meeting of March 23, 2022</u></b>		
<b>Open-Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
2/24/22	1. Fire Dispatcher Trainee	3/21/22
2/24/22	2. Senior Auditor	3/21/22
2/28/22	3. Civil Legal Secretary	3/24/22
3/2/22	4. Water Resources Manager, Zone 7	3/28/22
3/14/22	5. Fire Department Telecommunication Technician	4/7/22
<b>Re-Open-Continuous Examinations</b>		
<b>REOPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
2/24/22	6. Junior Engineer/Geologist, Zone 7	3/21/22
<b>Extend Eligible Lists</b>		<b>Terminate on</b>
	7. Sheriff's Safety Aide, Exam 20-8752-01	8/24/22
<b>Miscellaneous</b>		
8. Extend the last date of filing for Collection Supervisor II, #21-1430-01, from 3/15/22 to 4/4/22.		
9. Extend the last date of filing for Employment Specialist II, BHCS, Exam #21-6782-01, from 2/28/22 to 4/29/22.		
10. Extend the last date of filing for Information Systems Director, Exam #21-0424-01, from 3/4/22 to 3/21/22.		
11. Extend the last date of filing for Janitor Supervisor II, Exam #22-7423-01, from 3/10/22 to 3/17/22.		
12. Extend the last day of filing for Lead Janitor, Detention Facilities, Exam #21-7418-01, from 3/7/22 to 3/14/22.		
13. Cancel Junior Engineer/Geologist, Zone 7, exam #22-4963-01, effective 02/18/22.		

**V. CONSENT MATTERS - APPROVED**

- 14. Cancel the Engineering CAD/D Technician II, Exam #21-2123-01, effective 12/8/21.
- 15. Change the Agricultural and Standard Aide SAN exam, #21-8202N-01, from an assembled exam to a continuous exam, effective 12/7/21.
- 16. Change the Junior Engineer/Geologist, Zone 7 exam, #21-4963-01, from an assembled exam to a continuous exam, effective 2/24/22.

**G. Eligible Lists**

**Created Approved and Ordered Promulgated:**

- 1. Agricultural and Standards Aide SAN, Exam #21-8202N-01.
- 2. Associate Deputy Public Defender, Exam #21-3110-01.
- 3. Behavioral Clinician I, Exam #22-6505-01.
- 4. Behavioral Clinician I (**Detention Medical Facilities**), Exam #22-6505-02.
- 5. Behavioral Clinician II (**Detention Medical Facilities**), Exam #22-6510-01.
- 6. Behavioral Clinician II, Exam #22-6510-02.
- 7. Environmental Health Maintenance Worker (**Program Worker/Re-Entry Pilot Program Specialty**), Exam #21-5647-01.
- 8. Environmental Health Technician (**Household Waste Option**), Exam #21-5649-01.
- 9. Institutional Supervisor II, Exam #21-6225-01.
- 10. Lead Janitor (Promotional), Exam #21-7415-01.
- 11. Registered Nurse V, Exam #21-5325-02.
- 12. Treasurer-Tax Collector's Specialist I, Exam #21-1601-01.
- 13. Youth and Family Services Supervisor, Exam #21-6500-01.

**H. Classification Recommendations**

Department	Regarding:	
<b>Child Support Services</b>	1. Reallocate one position of 1166 - Child Support Assistant II, to 1316 - Accounting Specialist II	22-39271
	2. Reallocate one position of 1410 - Child Support Program Manager, to 3162 - Policy Manager, DCSS	22-39273
<b>Community Development Agency</b>	3. Reallocate one position of 1215 - Secretary I, to 1220 - Secretary II	22-39278
	4. Reallocate one position of 0214 - Financial Services Specialist II, to 0219 - Administrative Specialist II	22-39324

<b>V. CONSENT MATTERS - APPROVED</b>	
<b>Health Care Services Agency</b>	<p>5. Reallocate one position of 0215 - Senior Financial Services Specialist, to 22-38058 0216 - Supervising Financial Services Specialist</p> <p>6. Reallocate one position of 5078 – Deputy Director, Behavioral Health, to 5065 – Assistant Director, Forensic, Diversion, &amp; Re-Entry System of Care 22-39347</p>
<b>Human Resource Services</b>	<p>7. Allocate <b>two</b> positions of 0291 - Human Resources Analyst 22-39256</p> <p>8. Reallocate one position of 1091 - Retired Annuitant II, to 22-39274 0298N – Special Examiner SAN</p>
<b>Probation</b>	<p>9. Reallocate one position of 0206 P – Management Analyst, Project, to 22-37318 0207 P - Senior Management Analyst, Project</p>
<b>Public Works Agency</b>	<p>10. Reallocate one position of 9575 - Traffic Painter, to 22-37867 9576 - Public Works Traffic Painter</p>
<b>I. <u>Specialty Designations</u></b>	
<b>Health Care Services Agency</b>	<p>1. Remove specialty designation for position #309933 Job Code 0419 - Information Systems Analyst (<b>System Administration Specialty</b>) Effective 4/3/22.</p> <p>2. Remove specialty designation for position #309934 Job Code 0419 - Information Systems Analyst (<b>System Administration Specialty</b>) Effective 4/3/22.</p> <p>3. Remove specialty designation for position #310065 Job Code 5794 - Senior Nutritionist (<b>Punjabi Speaking</b>) Effective 4/3/22.</p> <p>4. Approve specialty designation for position #310399 Job Code 0305 - Program Specialist (<b>Communicable Disease</b>) Effective 4/3/22.</p> <p>5. Remove specialty designation for position #310798 Job Code 6510 - Behavioral Clinician II (<b>Detention Medical Facilities</b>) Effective 4/3/22.</p>

**V. CONSENT MATTERS - APPROVED**

**J. Classification Specifications**

<b>ACMEA-General Management</b>	<ol style="list-style-type: none"><li>1. Adopt the revised classification specification of Job Code 4970 – Principal Engineer/Geologist, Zone 7.</li><li>2. Adopt the revised and retitled classification of Job Code 5068 - from Assistant Director, Children System of Care, Behavioral Health Care Services, to Assistant Director, Children System of Care, Alameda County Behavioral Health.</li><li>3. Adopt the revised classification specification of Job Code 6139 – Probation Training Manager.</li></ol>
<b>Unrepresented – Fire Management</b>	<ol style="list-style-type: none"><li>4. Adopt the revised classification specification of Job Code 8161 – Fire Department Administrative Secretary</li></ol>

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

DocuSigned by:  
  
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**JOE ANGELO, Secretary to Civil Service Commission**