



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, APRIL 20, 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/87182256767>. 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 THE BROWN ACT, THOSE REQUIRING ACCOMMODATIONS 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 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 APRIL 6, 2022, AS MAILED.	4-0
III. PUBLIC COMMENTS:	None
IV. APPROVED CONSENT MATTERS - Pages 3 - 4	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: Commissioner Luna informed the Commission of a potential absence in the near future.	
X. ADJOURNMENT	4-0

V. CONSENT MATTERS - APPROVED		
A. <u>Hearing Calendar</u> Correspondence from Will Yamada of Tribuiano & Yamada, LLP, requesting an appeal hearing for Case No. 2022-01. Set for Hearing.		
B. <u>Reinstatement Request(s)</u> 1. Maria Arcibal, Specialist Clerk 1, Health Care Services Agency. 2. Stacy Angelo, Human Resources Analyst Trainee, Human Resource Services. 3. Maria Tabora, Human Resources Analyst Trainee, Human Resource Services.		
C. <u>Voluntary Demotions</u> 1. Joel Ildefonso, Deputy Sheriff's Recruit to Sheriff's Safety Aide, Sheriff's Office.		
D. <u>Comparable Transfer(s)</u> None		
E. <u>Transfer CSC (Rule 1732)</u> None		
F. <u>Examination Actions – for CSC Meeting of April 20, 2022</u>		
Promotional Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
4/4/22	1. Chief, Appraisal Division	4/29/22
4/11/22	2. Social Services Program Manager	5/11/22
Open-Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
2/16/22	3. Child Welfare Worker II	3/14/22
3/15/22	4. Deputy County Counsel	4/8/22
3/31/22	5. E-Studio Instructional Design Trainer	4/25/22
4/4/22	6. Associate County Counsel	4/28/22
4/4/22	7. Supervising Administrative Specialist	4/29/22
4/5/22	8. Supervising Hazardous Materials Specialist CUPA	5/2/22
4/6/22	9. Fire Department Administrative Secretary	5/2/22
4/6/22	10. Fire Department Human Resources Manager	5/2/22
4/6/22	11. Fire Department Human Resources Officer	5/2/22
4/6/22	12. Fire Department Human Resources Technician	5/2/22
4/8/22	13. Information Systems Coordinator	5/2/22

V. CONSENT MATTERS - APPROVED		
Open-Continuous Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
4/6/22	14. Physician III (Pediatric)	Continuous
Re-Open-Continuous Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
4/1/22	15. Administrative Specialist I	4/15/22
4/1/22	16. Administrative Specialist II	4/15/22
4/8/22	17. Legal Secretary	5/2/22
Reinstate Eligible Lists		
Title	Examination Number	Terminate On
18. Deputy Probation Officer I	20-6108-01	6/30/22
Order an Eligible List Designated as Alternative List		
19. Designate the Supervising Financial Services Specialist, Exam #20-0216-01, as an alternate list for Senior Financial Services Specialist.		
Miscellaneous		
<ol style="list-style-type: none"> 1. Cancel the Senior Auditor, Exam #22-0144-01, effective 2/24/22. 2. Change the Administrative Specialist I, Exam #21-0218-01 from an assembled exam to a continuous exam, effective 4/1/22. 3. Change the Administrative Specialist II, Exam #21-0219-01 from an assembled exam to a continuous exam, effective 4/1/22. 4. Change the Legal Secretary, Exam #21-1240-01, from an open assembled exam to an open continuous exam, effective 09/16/21. 		
G. Eligible Lists		
Create Approve and Order Promulgated:		
<ol style="list-style-type: none"> 1. Associate Youth and Family Services Therapist, Exam #21-6507-01. 2. Behavioral Clinician I, Exam #22-6505-01. 3. Behavioral Health Crisis Intervention Specialist I, Exam #21-6512-03. 4. Gardener I, General Services Agency, Exam #21-7205-02. 5. Veterans Service Representative, Exam #21-1476-01. 		

V. CONSENT MATTERS - APPROVED	
H. <u>Classification Recommendations</u>	
Department	Regarding:
Health Care Services Agency	1. Reallocate one position of 0305 – Program Specialist (Skilled Med Prof/Mental Health), to 6515 – Clinical Review Specialist 22-37386
	2. Reallocate one position of 1128 - Specialist Clerk I, to 1142 - Administrative Assistant 22-37708
	3. Reallocate one position of 6525 - Behavioral Health Clinical Supervisor, to 0220 - Supervising Administrative Specialist 22-39161
	4. Allocate one position of 1128 P - Specialist Clerk I Project (Spanish Speaking) 22-39338
Information Technology Department	5. Reallocate one position of 1129 - Specialist Clerk II, to 1314 - Accounting Specialist I 22-39405
Library	6. Reallocate one position of 1120 - Clerk II, to 4176 - Library Manager I 22-39387
Public Defenders Office	7. Allocate one position of 1585NP - Legal Assistant SAN Project 22-39330
	8. Allocate one position of 1240 P - Legal Secretary Project 22-39332
Social Services Agency	9. Reallocate one position of 6720 - Social Worker III, to 6765 – Adult Protective Services Worker II 22-39342
	10. Reallocate one position of 6720 - Social Worker III, to 6765 – Adult Protective Services Worker II 22-39345
	11. Reallocate one position of 6720 - Social Worker III, to 6765 – Adult Protective Services Worker II 22-39346
I. <u>Specialty Designations</u>	None
J. <u>Classification Specifications</u>	None

V. CONSENT MATTERS - APPROVED

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:



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JOE ANGELO, Secretary to Civil Service Commission