



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, MAY 4, 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/86531504987>. 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. REMOTE MEETINGS (AB 361):

Civil Service Commission to Receive Oral Staff Report Regarding AB 361 and to Adopt Findings for Continued Teleconference Meetings

By unanimous vote (4-0) the Civil Service Commission (“Commission”) finds that there is a continuing state of emergency declared by the Governor of the State of California that encompasses the County of Alameda. The Commission further finds that state and/or local officials have imposed or continue to recommend measures to promote social distancing. Accordingly, the Commission therefore accepts staff’s recommendation and adopts Findings for continued teleconferenced meetings in accordance with Government Code section 54953(e).

4-0

III. APPROVED THE MINUTES OF APRIL 20, 2022, AS MAILED.

4-0

IV. PUBLIC COMMENTS:

None

V. APPROVED CONSENT MATTERS - Pages 3 - 7

4-0

VI. COMMUNICATION(S):

None

<p>VII. APPEALS (Non-Disciplinary Matters)</p>	<p>None</p>
<p>VIII. CLOSED SESSION</p> <p>1. Public Employment pursuant to Government Code §54957: Job Code 6745, Child Welfare Worker II, Social Services Agency</p> <p>By vote of 4-0, the Commission voted to accept the Recommendation of the Secretary, and to approve the request for a hearing.</p>	<p>4-0</p>
<p>2. <u>Conference with Legal Counsel – Potential Litigation:</u> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9</p>	<p>None</p>
<p>IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</p>	<p>None</p>
<p>X. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</p> <p>The Secretary shared reports of increasing COVID-19 cases within the bay area and indicated that the Commission will be informed of changing developments affecting Alameda County.</p>	
<p>XI. ADJOURNMENT</p>	<p>4-0</p>

V. CONSENT MATTERS - APPROVED		
A. <u>Hearing Calendar</u> - None		
B. <u>Reinstatement Request(s)</u>		
<ol style="list-style-type: none"> 1. Tiffany Bounds, Specialist Clerk II, Health Care Services Agency. 2. Daniela DeSousa, Administrative Specialist I, Community Development Agency. 3. Amanda Hernandez, Specialist Clerk II, Health Care Services Agency. 4. Michael Mooney, Environmental Health Specialist Trainee, Health Care Services Agency. 5. Linda Valladares, Specialist Clerk II, Social Services Agency. 6. Mary Woo, Labor Relations Analyst II, Human Resource Services. 		
C. <u>Voluntary Demotions</u>		
<ol style="list-style-type: none"> 1. Victoria Valdez, Eligibility Services Technician I to Eligibility Support Clerk, Social Services Agency. 		
D. <u>Comparable Transfer(s)</u> None		
E. <u>Transfer CSC (Rule 1732)</u> None		
F. <u>Examination Actions – for CSC Meeting of May 4, 2022</u>		
Promotional Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
4/19/22	1. Supervising Environmental Health Specialist	5/16/22
Open-Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
4/12/22	2. Alcohol & Drug Program Administrator	5/9/22
4/12/22	3. Senior Clinical Pharmacist	5/9/22
4/15/22	4. Administrative Assistant	5/10/22
4/21/22	5. Heavy Equipment Operator	5/20/22
4/21/22	6. Maintenance and Construction Worker	5/20/22
4/22/22	7. Senior Project Manager, GSA	5/17/22
4/22/22	8. Supervising Financial Services Specialist	5/16/22
4/26/22	9. Senior Employment Specialist	5/23/22

V. CONSENT MATTERS - APPROVED**Open-Continuous Examinations**

OPEN DATE	EXAMINATION TITLE	LDF
4/22/22	10. Stationary Engineer, GSA	5/6/22
4/22/22	11. Building Equipment Maintenance Worker	5/6/22

Re-Open-Continuous Examinations

OPEN DATE	EXAMINATION TITLE	LDF
4/18/22	12. Sheriff's Multimedia Producer	5/16/22

Terminate Eligible Lists

Title	Examination Number	Terminate On
13. Eligibility Services Technician I	19-1570-01	4/18/22

Extend Eligible Lists

Title	Examination Number	Terminate On
14. Child Welfare Worker II	21-6745-01	6/30/22

Miscellaneous

1. Cancel **Compliance and Privacy Officer** HCSA, Exam #21-5095-01, effective 2/16/22.
2. Change the **Administrative Specialist I**, Exam #21-0218-01, from open assembled to continuous exam, effective 8/23/21.
3. Change the **Administrative Specialist II**, Exam #21-0219-01, from open assembled to continuous exam, effective 5/25/21.
4. Change the **Building Equipment Maintenance Worker**, Exam #21-9665-01, from open assembled to continuous exam, effective 9/27/21.
5. Change the **Sheriff's Multimedia Producer**, Exam #21-9294-01, from open assembled to continuous exam, effective 5/7/21.
6. Change the **Stationary Engineer, GSA**, Exam #21-9670-01, from open assembled to continuous exam, effective 3/8/21.
7. Extend the last day for filing for the **Deputy County Counsel**, Exam #22-3230-01, from 4/8/22 to 4/29/22.
8. Extend the last day for filing for the **Deputy Director, Public Works**, Exam #22-2047-01, from 4/29/22 to 5/31/22.
9. Extend the last day for filing for the **Epidemiologist II**, Exam #20-5785-01, from 02/25/22 to 5/23/22.
10. Extend the last day for filing for the **Forensic Pathologist**, Exam #22-5151-01, from 4/15/22 to 5/16/22.

V. CONSENT MATTERS - APPROVED

G. Eligible Lists

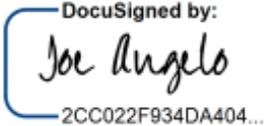
Created Approved and Ordered Promulgated:

1. Appraiser I, Exam # 21-2610-01.
2. Building Maintenance Laborer, Exam # 21-9125-01.
3. Collection Supervisor II, Exam # 21-1430-01.
4. Deputy Public Defender, Exam # 22-3125-01.
5. Division Director, Behavioral Health Care Services (**Skilled Med Prof/Mental Health**), Exam #21-5094-02.
6. Fire Department Division Chief (Promotional), Exam #21-8130-01.
7. Health Care Claims Manager, Exam #21-1463-01.
8. Sheriff’s Technician, Exam #21-8755-01.
9. Truck Driver, Exam #21-9320-01.

H. Classification Recommendations

Department	Regarding:
Assessor’s Office	1. Reallocate 1 position of 0416 - Information Systems Specialist, to 0411 - Information Systems Technician II 22-39229
Fire Department	2. Reallocate 1 position of 8154 - Fire Department Secretary II, to 8161 - Fire Department Administrative Secretary 22-39157
General Services Agency	3. Reallocate 1 position of 0421 - Information Systems/ Industrial Engineering Manager, GSA, to 22-39388 0278 - Human Resources Technician
Health Care Services Agency	4. Reallocate 1 position of 0600 - Management Specialist, to 22-38063 0206 - Management Analyst 5. Reallocate 1 position of 1485 - Health Insurance Technician, to 22-38064 0206 - Management Analyst 6. Reallocate 1 position of 0307 – Senior Program Specialist, to 22-39386 5094 - Division Director, Behavioral Health Care Services 7. Allocate 1 position of 6527 - Behavioral Health Clinical Manager 22-39392 8. Allocate 1 position of 6525 - Behavioral Health Clinical Supervisor 22-39393

V. CONSENT MATTERS - APPROVED		
	9. Allocate 5 positions of 5139 - Physician III	22-39394
	10. Allocate 23 positions of 6510 - Behavioral Clinician II	22-39395
	11. Allocate 4 positions of 6491 - Mental Health Specialist II	22-39396
	12. Allocate 1 position of 1138 - Supervising Clerk I	22-39397
	13. Allocate 3 positions of 1129 - Specialist Clerk II	22-39398
	14. Reallocate 1 position of 6510 – Behavioral Clinician II (Medicare Enrollment Requirements), to 6525 - Behavioral Health Clinical Supervisor	22-39414
	15. Reallocate 1 position of 1128 - Specialist Clerk I, to 1142 - Administrative Assistant	22-39504
Public Works Agency	16. Reallocate 1 position of 2030 – Principal Civil Engineer, to 9527 – Field Maintenance Superintendent	22-39410
Sheriff's Office	17. Allocate 1 position of 5151 - Forensic Pathologist	22-39166
	18. Reallocate 1 position of 8620 – Lieutenant, to 8617 - Sergeant	22-39384
	19. Allocate 5 positions of 8617 - Sergeant	22-39484
	20. Allocate 150 positions of 8604 - Deputy Sheriff II	22-39485
	21. Allocate 12 positions of 8755 - Sheriff's Technician	22-39486
	22. Allocate 1 position of 8617 - Sergeant	22-39487
	23. Allocate 2 positions of 0278 - Human Resources Technician	22-39488
	24. Allocate 1 position of 1125 - Payroll Records Clerk	22-39489

V. CONSENT MATTERS - APPROVED		
	25. Allocate 1 position of 0237 - Sheriff's Program/Financial Specialist	22-39490
	26. Allocate 1 position of 1142 - Administrative Assistant	22-39491
Social Services Agency	27. Reallocate 1 position of 1120 - Clerk II, to 1132 - Eligibility Support Clerk	22-39498
I. <u>Specialty Designations</u>		
Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove specialty designation for position #310043 Job Code 5315 - Registered Nurse II (PHN) Effective 5/14/22 2. Approve specialty designation for position #310043 Job Code 5315 – Registered Nurse II (PHN Pediatric Specialty) Effective 5/15/22 3. Approve specialty designation for position #311116 Job Code 0305 - Program Specialist (Communicable Disease) Effective 5/15/22 4. Approve specialty designation for position #403643 Job Code 6927 – Program Services Coordinator (Homeless Program Specialty) Effective 5/15/22 	
J. <u>Classification Specifications</u>		
ACMEA – General Management	<ol style="list-style-type: none"> 1. Adopt the revised classification specification of Job Code 5870 – Supervising Therapist. 2. Adopt the revised classification specification of Job Code 9525 – Field Maintenance Supervisor 	
Unrepresented – Management	<ol style="list-style-type: none"> 3. Adopt the revised classification specification of Job Code 0467 – Medical Leaves & Accommodation Services Case Manager 4. Adopt the revised classification specification of Job Code 4980 – Water Resources Manager, Zone 7 	
<p>ADJOURNMENT</p> <p>There being no further business, the meeting was adjourned.</p> <div style="text-align: center;">  <p>2CC022F934DA404...</p> </div> <p>JOE ANGELO, Secretary to Civil Service Commission</p>		