



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, JUNE 29, 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/86760994660>. 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 \(Excused\)](#)
Commissioner Julie Yim

*Sam Gee, Personnel Services Division Manager
sitting in for Joe Angelo, Secretary to
Civil Service Commission (Excused)*
Andrea Weddle,
Chief Assistant County Counsel

I. CALLED TO ORDER

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 (3-0) 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).

3-0

II. APPROVED THE MINUTES OF June 15, 2022, AS MAILED.

3-0

III. PUBLIC COMMENTS:

None

IV. APPROVE CONSENT MATTERS - Pages 3 - 5

3-0

V. COMMUNICATION(S):

None

VI. APPEALS (Non-Disciplinary Matters)

None

<p>VII. CLOSED SESSION</p> <ol style="list-style-type: none"> 1. Public Employment pursuant to Government Code §54957: 2. Public Employee Discipline/Dismissal/Release pursuant to Government Code pursuant to Government Code §54957: 3. <u>Conference with Legal Counsel – Potential Litigation:</u> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9 	<p style="text-align: center;">None</p> <p style="text-align: center;">None</p> <p style="text-align: center;">None</p>
<p>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</p>	<p style="text-align: center;">No Action</p>
<p>IX. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS: Acting Secretary, Sam Gee, announced that County offices will be closed in observance of the 4th of July holiday.</p>	
<p>X. ADJOURNMENT</p>	<p style="text-align: center;">3-0</p>

V. CONSENT MATTERS - APPROVED		
A. <u>Hearing Calendar</u>		
1. Correspondence from Joel M. Weinstein of MASTAGNI HOLSTEDT, requesting an appeal hearing for Case No. 2022-04. Set for Hearing.		
B. <u>Reinstatement Request(s)</u>		
1. Charsina Imara, Legal Process Clerk I, Sheriff's Office. 2. Sharlene Shikhmuradova, Chief Departmental Human Resources Administrator, Social Services Agency.		
C. <u>Voluntary Demotions</u>		
1. Jennifer Lee, Financial Services Specialist II, to Supervising Elections Technician, Registrar of Voters.		
D. <u>Comparable Transfer(s)</u>		
1. David Faeth, Regional Training Center Instructor EVOC SAN to Regional Training Center Instructor SAN, Sheriff's Office.		
E. <u>Transfer CSC (Rule 1732)</u> None		
F. <u>Examination Actions – for CSC Meeting of June 29, 2022</u>		
Open-Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
6/6/22	1. Janitor Floor Specialist, Detention Facilities	6/30/22
6/8/22	2. Auditor Associate I	7/5/22
6/15/22	3. Human Resources Assistant II	7/11/22
6/17/22	4. Information Systems Analyst	7/11/22
Re-Open Continuous Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
6/13/22	5. Employee Benefits Technician I	7/1/22
Reinstate Eligible Lists		
Title	Examination Number	Terminate On
6. Financial Analyst, SSA	19-0209-01	12/30/22
Extend Eligible Lists		
Title	Examination Number	Terminate On
7. Community Outreach Worker II	20-6701-02	9/30/22
8. Program Services Coordinator	20-6927-01	9/30/22

V. CONSENT MATTERS - APPROVED

Miscellaneous

9. Cancel the **Chief Departmental Human Resources Administrator**, Exam #22-0465-01, effective 3/16/22.
10. Change the **Employee Benefits Technician I**, Exam #21-0265-01, from Open Assembled, to Continuous exam, effective 4/19/21.
11. Extend the last day of filing for **Deputy Director, Public Health Nursing (PHN Option)**, Exam #22-5390-01, from 6/16/22 to 7/11/22.
12. Extend the last day of filing for the **Engineering CAD/D Technician III**, Exam #22-2124-01, from 6/20/22 to 7/8/22.
13. Extend the last day of filing for the **Forensic Pathologist**, Exam #22-5151-01, from 6/17/22 to 6/30/22.

G. Eligible Lists

Created Approved and Ordered Promulgated:

1. Civil Legal Secretary, Exam #22-1242-01.
2. Employment Specialist II, BHCS, Exam #21-6782-01.
3. Fire Department Administrative Secretary, Exam #22-8161-01.
4. Information Systems Specialist, Exam #21-0416-01.
5. Labor Relations Analyst I, Exam #22-0283-01.
6. Lead Janitor, Detention Facilities (Promotional), Exam #21-7418-01.
7. Senior Employment Specialist, Exam #22-6780-01.
8. Stationary Engineer, PWA, Exam #22-9671-01.

H. Classification Recommendations

Department	Regarding:
Community Development Agency	1. Reallocate 1 position of 1215 - Secretary I (Spanish Speaking), to 2973 - Housing and Community Development Technician II 22-39670
	2. Reallocate 1 position of 1220 - Secretary II, to 6701 P - Community Outreach Worker II Project 22-39671
	3. Reallocate 1 position of 0423 - Information Systems Coordinator, to 0419 - Information Systems Analyst (Database Administration) 22-39894
Health Care Services Agency	4. Allocate 1 position of 1142 P - Administrative Assistant Project 22-39461
	5. Allocate 2 positions of 0206 P - Management Analyst Project 22-39462
	6. Allocate 1 position of 6796 P - Staff Development Specialist Project 22-39463

V. CONSENT MATTERS - APPROVED

Health Care Services Agency	7. Allocate 1 position of 6927 P - Program Services Coordinator Project	22-39464
	8. Reallocate 1 position of 6510 - Behavioral Clinician II, to 6525 - Behavioral Health Clinical Supervisor	22-39774
	9. Reallocate 1 position of 6525 - Behavioral Health Clinical Supervisor, to 6514 - Behavioral Health Crisis Intervention Specialist Supervisor	22-39789
	10. Reallocate 1 position of 6641 - Senior Rehabilitation Counselor, to 6640 - Rehabilitation Counselor II (Vocational Services Specialty)	22-39873

I. Specialty Designations

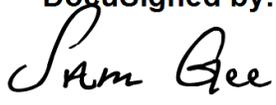
Health Care Services Agency	1. Remove specialty designation for position #310689 Job Code 5325 - Registered Nurse V (Psychiatric Option) Effective 7/10/22
	2. Remove specialty designation for position #311157 Job Code 0308 - Supervising Program Specialist (AIDS Specialty/Opt) Effective 7/10/22

J. Classification Specifications

Unrepresented – Fire Management	1. Adopt the revised classification specification of Job Code 8188 - Fire Department Human Resources Officer.
	2. Adopt the revised classification specification of Job Code 8194 - Fire Department Human Resources Manager.

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

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 JOE ANGELO, Secretary to Civil Service Commission
p.p. Sam Gee, Acting Secretary