



Agenda
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, JULY 13, 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/86593427434>. 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. CALL TO ORDER

II. APPROVE THE MINUTES OF JUNE 29, 2022, AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 - 4

V. COMMUNICATION(S):

VI. APPEALS (Non-Disciplinary Matters)

VII. CLOSED SESSION

Public Employment pursuant to Government Code §54957:

Public Employee Discipline/Dismissal/Release pursuant to Government Code Pursuant to Government Code §54957:

Conference with Legal Counsel – Potential Litigation: Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:

X. ADJOURNMENT

V. CONSENT MATTERS -

A. Hearing Calendar - None

B. Reinstatement Request(s) - None

C. Voluntary Demotions

1. Sharmel Shelton, Supervising Financial Services Specialist to a Program/Financial Specialist, Health Care Services Agency.

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of July 13, 2022

Open-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
6/20/22	1. Capital Programs Manager	7/15/22
6/20/22	2. Human Resources Analyst, Zone 7	7/15/22
6/24/22	3. Accounting and Finance Manager, Public Works	7/22/22
6/24/22	4. Public Information Specialist	7/20/22
6/24/22	5. Supply Clerk II	7/19/22
6/29/22	6. Youth and Family Services Lead Therapist	7/26/22
6/29/22	7. Youth and Family Services Therapist	7/26/22
7/7/22	8. Registered Nurse IV (PHN Option)	8/1/22

Open-Continuous Examinations

OPEN DATE	EXAMINATION TITLE	LDF
6/21/22	9. Emergency Services Dispatcher I	Continuous
6/21/22	10. Emergency Services Dispatcher II	Continuous
6/28/22	11. Associate Youth and Family Services Therapist	7/25/22

Reinstate Eligible Lists

Title	Examination Number	Terminate On
12. Instrument Technician, Zone 7	20-4994-01	9/30/22

V. CONSENT MATTERS -

Miscellaneous

13. Change the **Associate Youth & Family Services Therapist**, Exam #21-6507-01, from an open-assembled to open-continuous exam effective 12/20/21.
14. Change the **Emergency Services Dispatcher I**, Exam #22-1882-01, from an open-assembled to open-continuous exam effective 4/22/22.
15. Change the **Emergency Services Dispatcher II**, Exam #22-1885-01, from an open-assembled to open-continuous exam effective 4/22/22.
16. Extend the last day for filing for **Administrative Legal Secretary**, Exam #22-1226-01, from 6/17/22 to 7/15/22.
17. Extend the last day for filing for the **Chief Forensic Pathologist**, Exam #22-5149-01, from 6/30/22 to 8/1/22.
18. Extend the last day for filing for the **Deputy Director, Public Health Nursing (PHN Option)**, Exam #22-5390-01, from 7/11/22 to 8/1/22.
19. Extend the last day for filing for the **Forensic Pathologist**, Exam #22-5151-01, from 6/30/22 to 8/1/22.
20. Extend the last day for filing for the **Water Resources Manager, Zone 7**, Exam #22-4980-02, from 6/21/22 to 7/15/22.

G. Eligible Lists

Create Approve and Order Promulgated:

1. Assistant General Manager-Engineering, Zone 7, Exam #22-4975-01.
2. Associate Program Specialist, Exam #21-0301-01.
3. Nutritionist I, Exam #21-5792-01.
4. Operations Manager, Zone 7 (Promotional), Exam #22-4991-01.
5. Plant Mechanic, Zone 7, Exam #22-4988-01.
6. Program Specialist, Exam #21-0305-01.
7. Senior Project Manager, GSA, Exam #22-9701-01.
8. Senior Water Resources Planner, Zone 7, Exam #22-4968-01.

H. Classification Recommendations

Department	Regarding:
Community Development Agency	1. Reallocate 1 position of 1215 - Secretary I, to 1129 - Specialist Clerk II 22-40125
General Services Agency	2. Reallocate 3 positions of 9402 - Transportation Services Attendant, to 9403 - Parking Enforcement Technician 21-36433 3. Reallocate 1 position of 0207 - Senior Management Analyst (Early Care and Education), to 0460 - Departmental Human Resources Officer 22-39796

V. CONSENT MATTERS -	
Health Care Services Agency	<p>4. Reallocate 1 position of 1128 - Specialist Clerk I, to 22-37997 1129 - Specialist Clerk II</p> <p>5. Reallocate 1 position of 1142 P – Administrative Assistant Project, to 22-39663 0419 P – Information Systems Analyst Project</p> <p>6. Reallocate 1 position of 0215 P – Senior Financial Services Specialist Project, to 22-39664 0419 P – Information Systems Analyst Project</p> <p>7. Allocate 1 position of 5791 - Supervising Prehospital Care Coordinator 22-39675</p> <p>8. Allocate 1 position of 0305 - Program Specialist (Emergency Medical Svcs Opt) 22-39676</p>
Probation	<p>9. Reallocate 1 position of 6115 P – Deputy Probation Officer III Project, to 22-39339 6115 - Deputy Probation Officer III</p> <p>10. Reallocate 1 position of 1314 - Accounting Specialist I, to 22-40044 1316 - Accounting Specialist II</p>
Public Works Agency	<p>11. Reallocate 1 position of 9105 – Laborer, to 22-40050 9152 - Maintenance and Construction Worker</p>
Social Services Agency	<p>12. Reallocate 1 position of 6752- Social Services Ombudsperson, to 22-39889 0219 - Administrative Specialist II</p> <p>13. Reallocate 1 position of 6785 - Gain Employment Counselor Supervisor, to 22-40096 6927 - Program Services Coordinator</p> <p>14. Reallocate 1 position of 1131 - Data Input Clerk, to 22-40099 1132 - Eligibility Support Clerk</p>
I. <u>Specialty Designations</u> - None	
J. <u>Classification Specifications</u>	
BTC – Building & Construction Trades Council	<p>1. Adopt the revised classification specification of Job Code 4983 – Construction Maintenance Laborer, Zone 7</p>
Unrepresented Management	<p>2. Recommend the Board of Supervisors establish the classification of Job Code 5099 - Chief Compliance and Privacy Officer, HCSA, and adopt the classification specification.</p>