



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

WEDNESDAY, AUGUST 10, 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/87229878222>. 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 JULY 27, 2022, AS MAILED.**  
 (3 Ayes); (1 Abstention: Commissioner Lum)

**3 Ayes**  
**1 Abstention**

**III. PUBLIC COMMENTS:**

**None**

**IV. APPROVED CONSENT MATTERS - Pages 3 - 6**

**4-0**

**V. COMMUNICATION(S):**

From the Human Resource Services staff regarding follow-up from the July 27, 2022 Civil Service Commission meeting public comment referencing Consent Matter V., Item F., #13, Compliance and Privacy Officer.

**Motion to Allow Human Resource Services to continue discussion with Health Care Services Agency regarding the possibility of introducing an additional substitution pattern that might include a Juris Doctor or Juris Doctorate in their Compliance and Privacy Officer job specification**

**4-0**

**VI. APPEALS (Non-Disciplinary Matters)**

**None**

**VII. CLOSED SESSION**

**None**

Public Employment pursuant to Government Code §54957:

**None**

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

**None**

<p><b><u>Conference with Legal Counsel – Potential Litigation:</u></b> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9</p>	<p><b>None</b></p>
<p><b>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b></p>	<p><b>No Action</b></p>
<p><b>IX. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</b></p> <p>The Secretary was pleased to announce that at their August 9, 2022 meeting, the Board of Supervisors voted to appoint a new member to the Civil Service Commission, <b>Monica Lee</b>. The Secretary shared aspects of her professional background, and the Commission enthusiastically welcomed newly appointed Commissioner Lee.</p>	
<p><b>X. ADJOURNMENT</b></p>	<p><b>4-0</b></p>

**V. CONSENT MATTERS - APPROVED**

**A. Hearing Calendar - None**

**B. Reinstatement Request(s)**

1. Joseph Cruz, Administrative Associate, CAO, County Administrator Office.
2. David Modersbach, Health Care Program Admin I, Health Care Services Agency.
3. Ariel Sarto, Supervising Clerk II, Social Services Agency.

**C. Voluntary Demotions**

1. Kai Mander, Health Care Systems Integration Administrator to Senior Management Analyst, Health Care Services Agency.
2. Danielle Wilson, Library Manager II to Library Manager I, County of Alameda Library.

**D. Comparable Transfer(s) - None**

**E. Transfer CSC (Rule 1732) - None**

**F. Examination Actions – for CSC Meeting of August 10, 2022**

**Promotional-Assembled Examinations**

OPEN DATE	EXAMINATION TITLE	LDF
7/22/22	1. Adult Protection Supervisor (Promotional)	8/16/22
8/3/22	2. Water Facilities Supervisor, Zone 7	8/29/22

**Open-Assembled Examinations**

OPEN DATE	EXAMINATION TITLE	LDF
7/19/22	3. Senior Heavy Equipment Parts Technician	8/15/22
7/20/22	4. Principal Auditor	8/15/22
7/21/22	5. Principal Civil Engineer	8/15/22
8/3/22	6. Procurement Manager, Zone 7	8/29/22
8/3/22	7. Program Specialist ( <b>Adult Clinical Specialty</b> )	8/29/22
8/3/22	8. Water Facilities Supervisor, Zone 7	8/29/22
8/4/22	9. Accounting Specialist I	8/29/22

**Re-Open-Continuous Examinations**

REOPEN DATE	EXAMINATION TITLE	LDF
8/8/22	10. Plant Maintenance Laborer, Zone 7	8/26/22
8/8/22	11. Plant Mechanic, Zone 7	8/26/22
9/18/22	12. Child Welfare Worker II	9/19/22

**V. CONSENT MATTERS - APPROVED**

**Order an Eligible List Designated as Alternative List**

Designate Eligible List	Examination Number	As Alternate List for Position
13. Specialist Clerk II	21-1129-01	Fire Department Specialist Clerk
14. Account Clerk II	21-1310-01	Fire Department Account Clerk

**Miscellaneous**

15. Change **Child Welfare Worker II**, Exam 22-6745-01, from open assembled to open continuous effective 2/16/22.
16. Change the **Plant Maintenance Laborer, Zone 7**, Exam #21-4986-01, from open assembled to open continuous effective 8/12/21.
17. Change the **Plant Mechanic, Zone 7**, Exam #22-4988-01, from open assembled to open continuous effective 3/29/22.
18. Extend the last day for filing for the **Accounting and Finance Manager, Public Works**, Exam #22-0182-01 from 7/22/22 to 8/22/22.
19. Extend the last day for filing for the **Associate Youth and Family Services Therapist**, Exam #21-6507-01, from 7/25/22 or 8/1/22.
20. Extend the last day for filing for the **Deputy Director, Public Health Nursing**, Exam #22-5390-01, from 8/1/22 to 8/15/22.
21. Extend the last day for filing for the **Fire Department Mechanic II**, Exam #22-8158-01 from 8/1/22 to 8/5/22.
22. Extend the last day for filing for the **Forensic Pathologist**, Exam #22-5151-01, from 8/1/22 to 9/1/22.
23. Extend the last day for filing for the **Youth and Family Services Lead Therapist**, Exam #22-6499-01, from 7/26/22 to 8/2/22.
24. Extend the last day for filing for the **Youth and Family Services Therapist**, Exam #22-6498-01, from 7/26/22 to 8/2/22.

**G. Eligible Lists**

**Created Approved and Ordered Promulgated:**

1. Assistant Controller, Exam #22-0031-01.
2. Chief Forensic Pathologist, Exam #22-5149-01.
3. Departmental Human Resources Officer, Exam #22-0460-01.
4. Senior Clinical Pharmacist, Alameda County Behavioral Health, Exam #22-5645-01.
5. Unit Supervisor, Probation, Exam #21-6122-01.

**H. Classification Recommendations**

Department	Regarding:
Health Care Services Agency	1. Reallocate 1 position of 5337 - Clinical Nurse Specialist, to 5384 - Psychiatric Mental Health Nurse Practitioner <span style="float: right;">22-40041</span>

<b>V. CONSENT MATTERS - APPROVED</b>		
	2. Reallocate 1 position of 1215 – Secretary I, to 0325 – Community Relations Coordinator	22-40128
	3. Reallocate 1 position of 1120 - Clerk II, to 1128 - Specialist Clerk I	23-40183
	4. Reallocate 1 position of 0204 - Management Associate II, to 5694 - Assistant Vector Ecologist	23-40198
<b>Probation</b>	5. Reallocate 1 position of 1120 - Clerk II, to 1128 - Specialist Clerk I	22-38134
<b>Sheriff's Office</b>	6. Reallocate 1 position of 0418 – Technical Support Analyst, to 0419 – Information Systems Analyst	22-40048
	7. Reallocate 1 position of 1215 – Secretary I, to 8755 – Sheriff's Technician	22-40049
	8. Reallocate 1 position of 8721 – Emergency Services Coordinator II, to 8723 – Senior Emergency Services Coordinator	23-40167
	9. Reallocate 1 position of 8617 – Sergeant, to 1129 – Specialist Clerk II	23-40168
	10. Reallocate 2 positions of 6831 - Recreation Assistant, to 8755 - Sheriff's Technician	23-40276
<b>Social Services Agency</b>	11. Reallocate 1 position of 1120 – Clerk II, to 1132 - Eligibility Support Clerk	22-39881
	12. Reallocate 1 position of 1131 - Data Input Clerk, to 1132 - Eligibility Support Clerk	22-39885
	13. Reallocate 1 position of 1131 - Data Input Clerk, to 1132 - Eligibility Support Clerk	22-39886
	14. Reallocate 1 position of 1120 - Clerk II ( <b>Imaging Specialty</b> ), to 1132 - Eligibility Support Clerk	22-39888

**V. CONSENT MATTERS - APPROVED**

	15. Reallocate 1 position of 1120 - Clerk II, to 1132 - Eligibility Support Clerk	23-40196
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**I. Specialty Designations**

<b>Health Care Services Agency</b>	<ol style="list-style-type: none"> <li>1. Remove specialty designation for position #310008              Job Code 5305 - Registered Nurse II (<b>Spanish Speaking</b>)              Effective 8/21/22</li> <li>2. Approve specialty designation for position #403190              Job Code 0206 P - Management Analyst Project (<b>Business Intelligence</b>)              Effective 8/21/22</li> <li>3. Remove specialty designation for position #310090              Job Code 0305 - Program Specialist (<b>HIV Specialty/Opt</b>)              Effective 8/20/22</li> <li>4. Approve specialty designation for position #310090              Job Code 0305 - Program Specialist (<b>Communicable Disease</b>)              Effective 8/21/22</li> </ol>
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**J. Classification Specifications**

<b>ACMEA General Management</b>	1. Adopt the revised and retitled classification of Job Code 5791 – from Supervising Prehospital Care Coordinator, to Supervising Emergency Medical Services Coordinator.
<b>SEIU 1021</b>	2. Adopt the revised classification specification of Job Code 1126 – Medical Clerk.
<b>Unrepresented – Fire Management</b>	3. Adopt the revised classification specification of Job Code 8164 – Fire Department EMS Quality Improvement & Education Coordinator.

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

DocuSigned by:

*Joe Angelo*

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 JOE ANGELO, Secretary to Civil Service Commission