



Summary Action Minutes

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

WEDNESDAY, DECEMBER 11, 2024, 4:00 P.M.

Alameda County Training and Education Center - 125 12th Street, Suite 400 (The **Emeryville Room**), Oakland, CA

Remote/Teleconference Location: 4501 Pleasanton Avenue, Pleasanton, CA

IN-PERSON PARTICIPATION: These meeting sites are open to the public. Written public comment may be submitted by email to Nina.Hinton3@acgov.org prior to the beginning of the meeting. Spoken public comments will be accepted in-person and remotely. 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.

REMOTE/TELECONFERENCE PARTICIPATION: Members of the public may observe and participate in meetings remotely by joining the live stream at <https://us06web.zoom.us/j/84650963244> and by following the instructions in the Teleconferencing Guidelines posted on-line at <http://www.acgov.org/hrs/csc/calendar.htm>.

Commissioner Ross Peterson, President
Commissioner Dan Chang, Vice-President
Commissioner Zachary Borja (*Excused*)
Commissioner Monica Lee
Commissioner Stephen Wright

Margarita Zamora, Director of Human Resource Services
Sam Gee, Interim Secretary to Civil Service Commission
Andrea Weddle, Chief Assistant County Counsel

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF November 27, 2024, AS MAILED

4-0

III. PUBLIC COMMENTS

None

IV. APPROVED CONSENT MATTERS (Pages 3 -5)

4-0

V. REGULAR AGENDA

1. From the Human Resource Services staff regarding Civil Service Commission Meeting Dates for Calendar Year 2025.

4-0

STAFF RECOMMENDATION: Approve and Post

APPROVED

VI. COMMUNICATION(S)

None

VII. APPEALS (Non-Disciplinary Matters)

None

VIII. CLOSED SESSION

1. REPORT AND RECOMMENDATION(S):

None

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

2. Public Employment pursuant to Government Code §54957

None

3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957

None

4. Conference with Legal Counsel – Potential Litigation:

None

Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

| | |
|---|-----------|
| IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION | No Action |
| X. CIVIL SERVICE COMMISSION (“CSC”) OR DIRECTOR REMARKS | None |
| XI. ADJOURNMENT | |

IV. CONSENT MATTERS**A. Hearing Calendar. None****B. Reinstatement Request(s).**

| Trans. # | Name | Classification Title | Agency/Department |
|----------|-----------------------------|----------------------------------|----------------------------------|
| 1. | Vanessa Hernandez | Behavioral Clinician I | Alameda County Health Department |
| 2. | Kathryn Lynnette Johnson | Eligibility Services Tech II | Social Services Agency |
| 3. | Linda Martinez | Secretary I | Alameda County Health Department |
| 4. | Kripalakshmi Sooryanarayana | Financial Services Specialist II | Alameda County Health Department |

C. Voluntary Demotion(s). None**D. Comparable Transfer(s). None****E. Transfer CSC (Rule 1732). None****F. Examination (“Exam”) Actions.**

Recommend approving the following:

1. Promotional Assembled

| Trans. # | Classification Title | Open Date | Last Day to File |
|----------|--|-----------|------------------|
| 1. | Central Identification Bureau Biometric Director (Promotional) | 11/22/24 | 12/6/24 |

2. Open Assembled

| Trans. # | Classification Title | Open Date | Last Day to File |
|----------|------------------------------------|-----------|------------------|
| 2. | Billing Technician II | 11/25/24 | 12/9/24 |
| 3. | Human Resources Assistant II | 11/18/24 | 12/2/24 |
| 4. | Plant Maintenance Laborer, Zone 7 | 11/18/24 | 12/13/24 |
| 5. | Plant Mechanic, Zone 7 | 11/25/24 | 12/20/24 |
| 6. | Client Benefits & Accounts Manager | 12/12/24 | 12/27/24 |
| 7. | Patient Services Supervisor | 12/19/24 | 1/2/25 |

IV. CONSENT MATTERS**3. Re-Open Continuous**

| Trans. # | Classification Title | Re-Open Date | Last Day to File |
|----------|----------------------|--------------|------------------|
| 8. | Specialist Clerk II | 12/6/24 | 12/20/24 |

4. Miscellaneous**a) Change**

| Trans. # | Classification Title | Exam # | From | To | Effective |
|----------|----------------------|------------|----------------|-----------------|-----------|
| 9. | Specialist Clerk II | 23-1129-01 | open-assembled | Open Continuous | 12/11/23 |

G. Eligible Lists.

Recommend approving the following:

Create, approve, and order to promulgate the following:

| Trans. # | Classification Title | Exam # |
|----------|--|------------|
| 1. | Bonds & Finance Technician I (Promotional) | 24-2968-01 |
| 2. | Division Director, SSA (Promotional) | 24-6050-01 |
| 3. | Fire Captain (Promotional) | 24-8146-01 |
| 4. | Librarian IV | 24-4177-01 |
| 5. | Mapping Technician III | 24-2303-02 |
| 6. | Policy Director | 23-6047-01 |
| 7. | Rehabilitation Counselor II | 23-6640-01 |
| 8. | Senior Civil Engineer | 24-2025-02 |

IV. CONSENT MATTERS**H. Classification Recommendations.**

Adopt the classification recommendation(s) noted below and submit recommendation to the BOS to approve the action of the CSC.

1. Reclassify Positions

| Trans# | # of Pos | Job Code | Classification Title From | Job Code | Classification Title To | Control # |
|---------------------------------|----------|----------|--|----------|--|-----------|
| Alameda County Health | | | | | | |
| 1. | 1 | 0460 P | Departmental Human Resources Officer Project | 2118 P | Supervising Safety Officer, HCSA Project | 25-43792 |
| General Services Agency | | | | | | |
| 2. | 1 | 9670 | Stationary Engineer, GSA | 9230 | Electrician | 25-43566 |
| Public Defender's Office | | | | | | |
| | 1 | 0229 | Administrative/Financial Services Manager | 8579 | Public Defender Investigator III | 25-43976 |
| Sheriff's Office | | | | | | |
| 3. | 1 | 8620 | Lieutenant | 8617 | Sergeant | 25-43707 |
| 4. | 1 | 8604 | Deputy Sheriff II | 1290 | Detention and Corrections Ombudsperson | 25-43870 |

2. Specialty Designations. None.**3. Classification Specifications.****a) Revised**

Adopt the revised classification specification(s) noted below:

| Trans. # | Job Code | Classification Title | Unit |
|----------|----------|----------------------|---------------|
| 5. | 8143 | Fire Engineer | IAFF 55A Fire |
| 6. | 8146 | Fire Captain | IAFF 55A Fire |

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

Sam GEE

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SAM GEE, Interim Secretary to Civil Service Commission