



# Agenda

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

**WEDNESDAY, JANUARY 22, 2025, 4:00 P.M.**

Alameda County Training and Education Center - 125 12th Street, Suite 400 (**The Oakland 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](mailto: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 Ralph M. 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.

**REMOTE/TELECONFERENCE PARTICIPATION:** Members of the public may observe and participate in meetings remotely by joining the live stream at <https://us02web.zoom.us/j/81856887678> and by following the instructions in the Teleconferencing Guidelines posted on-line at <https://alamedacountyca.gov/csc/documents/CSCTeleconferencingGuidelines2025.pdf>

Commissioner Ross Peterson, President  
Commissioner Dan Chang, Vice-President  
Commissioner Zachary Borja  
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. CALL TO ORDER

#### II. APPROVE THE MINUTES OF JANUARY 8, 2025, AS MAILED

#### III. PUBLIC COMMENTS

#### IV. APPROVE CONSENT MATTERS (Pages 2 - 5)

#### V. REGULAR AGENDA

#### VI. COMMUNICATION(S)

#### VII. APPEALS (Non-Disciplinary Matters)

#### VIII. CLOSED SESSION

##### 1. REPORT AND RECOMMENDATION(S):

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

##### 2. Public Employment pursuant to Government Code §54957

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

##### 4. Conference with Legal Counsel – Potential Litigation:

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

#### IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION

#### X. CIVIL SERVICE COMMISSION ("CSC") OR DIRECTOR REMARKS

#### XI. ADJOURNMENT

**IV. CONSENT MATTERS****A. Hearing Calendar**

Correspondence received requesting appeal hearing be removed from calendar.

**1. Remove from Hearing Calendar.**

| Trans. # | Requestor   | Organization            | Case Number(s)            |
|----------|-------------|-------------------------|---------------------------|
| 1.       | Will Yamada | Tribuiano & Yamada, LLP | 2024-02<br>OAH 2024090265 |

**B. Reinstatement Request(s).**

| Trans. # | Name                     | Classification Title         | Agency/Department      |
|----------|--------------------------|------------------------------|------------------------|
| 1.       | Esperanza Luna Contreras | Administrative Specialist II | Social Services Agency |
| 2.       | Kelly Zheng              | Auditor Associate III        | Auditor-Controller     |

**C. Voluntary Demotion(s).**

| Trans. # | Name             | Classification Title From     | Classification Title To | Agency/Department       |
|----------|------------------|-------------------------------|-------------------------|-------------------------|
| 1.       | Tony Felix       | Deputy Sheriff's Recruit      | Sheriff's Technician    | Sheriff's Office        |
| 2.       | Christian Garcia | Deputy Sheriff's Recruit      | Sheriff's Safety Aide   | Sheriff's Office        |
| 3.       | Giovanni Gardner | Janitor, Detention Facilities | Janitor                 | General Services Agency |

**D. Comparable Transfer(s).                      None****E. Transfer CSC (Rule 1732).                      None****F. Examination ("Exam") Actions.**

Recommend approving the following:

**1. Open Assembled**

| Trans. # | Classification Title                      | Open Date | Last Day to File |
|----------|---|-----------|------------------|
| 1.       | Therapy Aide                              | 11/22/24  | 12/5/24          |
| 2.       | Agricultural and Standards Aide (SAN)     | 1/10/25   | 1/27/25          |
| 3.       | Deputy Director, Public Works             | 1/10/25   | 1/24/25          |
| 4.       | Safety Officer                            | 1/10/25   | 1/24/25          |
| 5.       | Supervising Financial Services Specialist | 1/10/25   | 1/24/25          |
| 6.       | Food Service Worker                       | 1/13/25   | 1/27/25          |
| 7.       | Information Systems Technician I          | 1/17/25   | 1/31/25          |

**IV. CONSENT MATTERS****2. Re-Open Continuous**

| Trans. # | Classification Title                               | Re-Open Date | Last Day to File |
|----------|--|--------------|------------------|
| 8.       | Medical Leaves & Accommodation Services Technician | 1/13/25      | 1/27/25          |
| 9.       | Financial Services Specialist II                   | 1/17/25      | 1/31/25          |

**3. Miscellaneous****a) Extend the Last Day for Filing**

| Trans. # | Classification Title                         | Exam #     | From     | To      |
|----------|--|------------|----------|---------|
| 10.      | Assistant Controller                         | 24-0031-01 | 12/16/24 | 1/6/25  |
| 11.      | Assistant Engineer                           | 24-2015-01 | 1/22/25  | 1/31/25 |
| 12.      | Institutional Supervisor I                   | 24-6217-01 | 1/3/25   | 1/17/25 |
| 13.      | Institutional Supervisor II                  | 24-6225-02 | 1/3/25   | 1/17/25 |
| 14.      | Quality Assurance/Quality Control Technician | 24-1466-01 | 12/23/24 | 1/13/25 |

**G. Eligible Lists.**

Recommend approving the following:

**Create, approve, and order to promulgate the following:**

| Trans. # | Classification Title   | Exam #     |
|----------|--|------------|
| 1.       | Departmental Human Resources Officer Trainee                 | 24-0459-01 |
| 2.       | Medical Leaves & Accommodation Services Case Manager Trainee | 24-0457-01 |

**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 # |
|-------------------------------------|----------|----------|---|----------|---|-----------|
| <b>Alameda County Health</b>        |          |          |   |          |   |           |
| 1.                                  | 1        | 6491     | Mental Health Specialist II                                 | 6492     | Mental Health Specialist III                              | 25-43451  |
| 2.                                  | 1        | 6491     | Mental Health Specialist II                                 | 6492     | Mental Health Specialist III                              | 25-43452  |
| 3.                                  | 1        | 0214     | Financial Services Specialist II                            | 0306     | Program/Financial Specialist                              | 25-43575  |
| 4.                                  | 1        | 1142     | Administrative Assistant                                    | 0219     | Administrative Specialist II                              | 25-43578  |
| 5.                                  | 1        | 6640     | Rehabilitation Counselor II (Vocational Services Specialty) | 6780     | Senior Employment Specialist II                           | 25-43697  |
| 6.                                  | 1        | 1120     | Clerk II (Spanish Speaking)                                 | 0308     | Supervising Program Specialist                            | 25-43907  |
| 7.                                  | 1        | 6316     | Clinical Psychologist                                       | 6525     | Behavioral Health Clinical Supervisor                     | 25-43980  |
| 8.                                  | 1        | 6316     | Clinical Psychologist                                       | 6525     | Behavioral Health Clinical Supervisor                     | 25-43981  |
| 9.                                  | 1        | 6640     | Rehabilitation Counselor II                                 | 6510     | Behavioral Clinician II                                   | 25-43982  |
| 10.                                 | 1        | 1128     | Specialist Clerk I  | 1142     | Administrative Assistant                                  | 25-44003  |
| 11.                                 | 1        | 0206 P   | Management Analyst Project (Business Intelligence)          | 0207 P   | Senior Management Analyst Project (Business Intelligence) | 25-44012  |
| 12.                                 | 1        | 0203     | Management Associate I                                      | 6701     | Community Outreach Worker II                              | 25-44039  |
| <b>Community Development Agency</b> |          |          |   |          |   |           |
| 13.                                 | 1        | 0207     | Senior Management Analyst                                   | 1091     | Retired Annuitant II                                      | 25-43532  |

**IV. CONSENT MATTERS****2. Specialty Designations**

Recommend Approving the following:

**a) Remove**

| Trans. # | Job Code | Classification Title                                | Position # | Specialty | Effective |
|----------|----------|---|------------|-----------|-----------|
| 14.      | 7880     | Child Care Coordinator, Health Care Services Agency | 310358     | Pediatric | 2/2/25    |

**3. Classification Specifications.****a) Revised**

Adopt the revised classification specification(s) noted below:

| Trans. # | Job Code | Classification Title                   | Unit                       |
|----------|----------|--|----------------------------|
| 15.      | 0318     | Developmental Disabilities Coordinator | Unrepresented - Management |
| 16.      | 6145     | Assistant Chief Probation Officer      | Unrepresented – Management |