



# Summary Action Minutes

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

**WEDNESDAY, FEBRUARY 5, 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 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 <http://www.acgov.org/hrs/csc/calendar.htm>.

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. CALLED TO ORDER

#### II. APPROVED THE MINUTES OF JANUARY 22, 2025, AS MAILED

5-0

#### III. PUBLIC COMMENTS

None

#### IV. APPROVED CONSENT MATTERS (Pages 3 - 5)

5-0

#### V. REGULAR AGENDA

None

#### VI. COMMUNICATION(S)

None

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

None

#### VIII. CLOSED SESSION

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

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

None

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

Trans. #	Job Code	Classification Title	Agency/Department	Case #
1.	1572	Eligibility Services Technician III	Social Services Agency	2024-12

5-0

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

None

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

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

Alameda County Auditor-Controller/Clerk-Recorder Agency v. Alameda County Civil Service Commission (Clifton),  
Alameda Superior Court, Case No. 24CV065505

<b>IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION</b> <b>Regarding Item VIII.2.1</b> By a unanimous vote of (5-0) the Civil Service Commission granted the employee's appeal.	<b>5-0</b>
<b>Regarding Item VIII.4.1</b> No reportable action was taken.	<b>No Action</b>
<b>X. CIVIL SERVICE COMMISSION ("CSC") OR DIRECTOR REMARKS</b>	<b>None</b>
<b>XI. ADJOURNMENT</b>	

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

Trans. #	Name	Classification Title	Agency/Department
1.	Jill Miller	Deputy Division Director, Public Health	Alameda County Health
2.	Antonio Rodriquez	Specialist Clerk I	Probation 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. Open Assembled**

Trans. #	Classification Title	Open Date	Last Day to File
1.	Deferred Compensation Technician	1/16/25	1/31/25
2.	Community Relations Coordinator	1/21/25	2/5/25
3.	Nutrition Assistant I	1/21/25	2/4/25
4.	Senior Hazardous Materials Specialist	1/21/25	2/5/25
5.	Associate Civil Engineer	1/27/25	2/10/25
6.	Employment Specialist II	1/27/25	2/10/25

**2. Re-Open Continuous**

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

**3. Reinstate Eligible Lists**

Trans. #	Classification Title	Exam #	Termination Date
9.	Director of Community Assessment, Planning and Evaluation	21-5783-01	5/23/25

## IV. CONSENT MATTERS

**APPROVED**

### 4. Miscellaneous

#### a) Extend the Last Day for Filing

Trans. #	Classification Title	Exam #	From	To
10.	Deputy Director, Public Works	25-2047-01	1/24/25	2/4/25
11.	Institutional Supervisor I	24-6217-01	1/17/25	1/31/25
12.	Institutional Supervisor II	24-6225-02	1/17/25	1/31/25
13.	Safety Officer	24-2117-02	1/24/25	2/7/25
14.	Senior Nutritionist	24-5794-01	1/3/25	2/21/25

#### G. Eligible Lists.

Recommend approving the following:

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

Trans. #	Classification Title	Exam #
1.	Central Identification Bureau Biometric Director, Promotional	24-1289-01
2.	Real Estate Projects Manager	24-9695-02
3.	Supervising Environmental Compliance Specialist	24-2070-02

#### 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>ACERA</b>						
1.	1	1710	Supply Clerk II	1354	Administrative Support Specialist, ACERA	25-44069
<b>Alameda County Health</b>						
2.	1	0307 P	Senior Program Specialist Project (COVID)	0206 P	Management Analyst Project	24-42079
3.	1	6515	Clinical Review Specialist	6516	Clinical Review Specialist Supervisor	25-44045
4.	1	0419	Information Systems Analyst	0423	Information Systems Coordinator	25-44116

**IV. CONSENT MATTERS****APPROVED****Board of Supervisors**

5.	1	1091	Retired Annuitant II	0495	Supervisor's Assistant	25-44121
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**Fire Department**

6.	1	8154	Fire Department Secretary II	8158	Fire Department Mechanic II	25-44079
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**2. Specialty Designations**

Recommend Approving the following:

**a) Remove**

Trans. #	Job Code	Classification Title	Position #	Specialty	Effective
<b>Alameda County Health</b>					
7.	5305	Registered Nurse II	310180	PHN	2/15/24

**b) Add**

Trans. #	Job Code	Classification Title	Position #	Specialty	Effective
<b>Alameda County Health</b>					
8.	5305	Registered Nurse II	310180	MPCAH / PHN Cert	2/16/24

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

Adopt the revised classification specification(s) noted below:

Trans. #	Job Code	Classification Title	Unit
9.	9521	Bridge and Pump Supervisor	ACMEA

**b) New**

Recommend approving the following and submit recommendation to the BOS to establish the classification and adopt the new classification specification(s) noted below:

Trans. #	Job Code	Classification Title	Unit
10.	0406	Senior Crime Analyst	ACMEA - Sheriff's Non-Sworn

**IV. CONSENT MATTERS**

**APPROVED**

**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**