



# SUMMARY ACTION MINUTES

## ALAMEDA COUNTY

### CIVIL SERVICE COMMISSION

**WEDNESDAY, FEBRUARY 19, 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 FEBRUARY 5, 2025, AS MAILED**

**5-0**

**III. PUBLIC COMMENTS**

Regarding Item VIII.4.1

- SEIU Local 1021 representative spoke in support of the Employee.
- Alameda County Auditor-Controller/Clerk-Recorder Agency staff and Counsel urged the Commission to set aside its decision of November 29, 2023, and to uphold the original discipline of the Agency.

**IV. APPROVED CONSENT MATTERS (Pages 3 - 7)**

**5-0**

**V. REGULAR AGENDA**

**None**

**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:**

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

**4-1**

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

|  |             |
|--|-------------|
| <p><b>IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION</b></p> <p><b>Regarding Item VIII.4.1</b></p> <p><b>In the matter of Alameda County Auditor-Controller/Clerk-Recorder Agency (“Agency”) v. Alameda County Civil Service Commission (“Commission”) (Clafton):</b></p> <p>On November 29, 2023, the Commission voted unanimously (3-0) to adopt the Report and Recommendation by Administrative Law Judge Juliet Cox and to reduce the discipline by the Agency from termination to a 10-day suspension without pay.</p> <p>The prior action was appealed to the Superior Court resulting in a ruling by Superior Court Judge Michael Markman that the Commission set aside its decision and reconsider its prior action.</p> <p>All Commission members report that they have reviewed the Administrative Record regarding the case. After reconsidering the facts and Alameda County’s Workplace Violence ‘zero tolerance’ policy, the Commission set aside its prior action and determined that termination is a reasonable and appropriate discipline in this case.</p> <p><b>By vote of 4 ayes to 1 No (Commissioner Chang in opposition) the Civil Service Commission voted to set aside its November 29, 2023, previous ruling; to adopt the Factual Findings of the Report and Recommendation by Administrative Law Judge Juliet Cox, along with Legal Conclusions 1-6; and to modify Legal Conclusions 7 and 8. Further, in reconsideration of the facts and Alameda County’s Workplace Violence ‘zero tolerance’ policy, it is determined that the disciplinary action of termination is reasonable in this case.</b></p> <p>County Counsel is directed to revise Legal Conclusions 7 and 8, consistent with the Commission’s direction, and bring back the revised findings and decision at the Civil Service Commission meeting of March 19, 2025, for formal adoption.</p> | <p>4-1</p>  |
| <p><b>X. CIVIL SERVICE COMMISSION (“CSC”) OR DIRECTOR REMARKS</b></p>  | <p>None</p> |
| <p><b>XI. ADJOURNMENT</b></p>  |             |

**IV. CONSENT MATTERS** **APPROVED**

**A. Hearing Calendar.** **None**

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

| Tran s. # | Name            | Classification Title             | Agency/Department                |
|-----------|-----------------|----------------------------------|----------------------------------|
| 1.        | Nicole Bouldin  | Administrative Specialist II     | Alameda County Health Department |
| 2.        | Ali Mashal      | Financial Services Specialist II | Alameda County Health Department |
| 3.        | Marcella Pullen | Secretary II                     | Community Development Agency     |
| 4.        | Victor A Ramos  | Child Welfare Worker II          | Social Services Agency           |

**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.       | Human Resources Technician           | 1/29/25   | 2/11/25          |
| 2.       | Manager, Emergency Services Dispatch | 1/31/25   | 2/25/25          |
| 3.       | Water Quality Chemist                | 2/4/25    | 2/20/25          |
| 4.       | Heavy Truck Driver                   | 2/5/25    | 2/21/25          |
| 5.       | Library Clerk I                      | 2/7/25    | 2/24/25          |
| 6.       | Building Maintenance Laborer         | 2/19/25   | 3/5/25           |

**2. Open Continuous**

| Trans. # | Classification Title         | Open Date | Last Day to File |
|----------|------------------------------|-----------|------------------|
| 7.       | Fire Code Compliance Officer | 2/7/25    | 2/21/25          |

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

| Trans. # | Classification Title               | Re-Open Date | Last Day to File |
|----------|------------------------------------|--------------|------------------|
| 8.       | Water Plant Operator II, Zone 7    | 2/6/25       | 2/27/25          |
| 9.       | Public Works Technical Assistant I | 2/20/25      | 2/27/25          |

**4. Reinstate Eligible Lists**

| Trans. # | Classification Title  | Exam #     | Termination Date |
|----------|-----------------------|------------|------------------|
| 10.      | Sheriff's Safety Aide | 23-8752-01 | 7/31/25          |

**5. Extend Eligible Lists**

| Trans. # | Classification Title     | Exam #     | Termination Date |
|----------|--------------------------|------------|------------------|
| 11.      | Deputy Sheriff's Recruit | 23-8601-01 | 2/7/26           |

**6. Miscellaneous****a) Cancel**

| Trans. # | Classification Title | Exam #     | Effective |
|----------|----------------------|------------|-----------|
| 12.      | Assistant Controller | 24-0031-01 | 11/5/24   |

**b) Change**

| Trans. # | Classification Title               | Exam #     | From           | To         | Effective |
|----------|------------------------------------|------------|----------------|------------|-----------|
| 13.      | Water Plant Operator II, Zone 7    | 24-4943-01 | open-assembled | continuous | 7/26/24   |
| 14.      | Public Works Technical Assistant I | 24-2111-01 | open-assembled | continuous | 9/25/24   |

**c) Extend the Last Day for Filing**

| Trans. # | Classification Title             | Exam #     | From    | To      |
|----------|----------------------------------|------------|---------|---------|
| 15.      | Deferred Compensation Technician | 25-1541-01 | 1/31/25 | 2/18/25 |
| 16.      | Institutional Supervisor I       | 24-6217-01 | 1/31/25 | 2/14/25 |
| 17.      | Institutional Supervisor II      | 24-6225-02 | 1/31/25 | 2/14/25 |

**IV. CONSENT MATTERS** **APPROVED**

**G. Eligible Lists.**

Recommend approving the following:

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

| Trans. # | Classification Title                       | Exam #     |
|----------|--|------------|
| 1.       | Associate Deputy Public Defender           | 24-3110-01 |
| 2.       | Billing Technician II                      | 24-1492-01 |
| 3.       | Building Equipment Maintenance Worker      | 24-9665-01 |
| 4.       | Client Benefits and Accounts Manager, BHCS | 23-1500-01 |
| 5.       | Fire Department Account Clerk              | 24-8160-01 |
| 6.       | Health Insurance Technician                | 23-1485-01 |
| 7.       | Human Resources Assistant II               | 24-1122-01 |
| 8.       | Plant Maintenance Laborer, Zone 7          | 24-4986-01 |
| 9.       | Procurement & Contracts Assistant          | 24-1480-01 |
| 10.      | Public Works Technical Assistant II        | 24-2112-01 |
| 11.      | Senior Emergency Services Coordinator      | 24-8723-01 |
| 12.      | Social Work Supervisor (Promotional)       | 24-6730-01 |
| 13.      | Stationary Engineer, GSA (Promotional)     | 24-9670-01 |
| 14.      | Water Resources Tech II, Zone 7            | 24-4938-01 |

**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        | 0305     | Program Specialist        | 0307     | Senior Program Specialist             | 25-44044  |
| <b>General Services Agency</b> |          |          |                           |          |                                       |           |
| 2.                             | 1        | 9207     | Bindery Worker            | 9665     | Building Equipment Maintenance Worker | 25-44063  |
| 3.                             | 1        | 9207     | Bindery Worker            | 9665     | Building Equipment Maintenance Worker | 25-44064  |
| 4.                             | 1        | 9207     | Bindery Worker            | 9665     | Building Equipment Maintenance Worker | 25-44065  |
| 5.                             | 1        | 1853     | Pre-Press Technician      | 9125     | Building Maintenance Laborer          | 25-44066  |

**IV. CONSENT MATTERS** **APPROVED**

|                                |   |      |                                       |      |                                 |          |
|--------------------------------|---|------|---------------------------------------|------|---------------------------------|----------|
| 6.                             | 1 | 1862 | Senior Offset Equipment Operator      | 9125 | Building Maintenance Laborer    | 25-44067 |
| 7.                             | 1 | 1862 | Senior Offset Equipment Operator      | 9125 | Building Maintenance Laborer    | 25-44068 |
| 8.                             | 1 | 9270 | Telecommunication Equipment Installer | 0184 | Logistics Services Manager, GSA | 25-44103 |
| <b>Human Resource Services</b> |   |      |                                       |      |                                 |          |
| 9.                             | 1 | 1128 | Specialist Clerk I                    | 1129 | Specialist Clerk II             | 25-44030 |

**2. Add Positions**

| Trans.#                        | # of Pos | Job Code | Classification Title To                         | Control # |
|--------------------------------|----------|----------|---|-----------|
| <b>Public Defenders Office</b> |          |          |   |           |
| 10.                            | 1        | 1583     | Civil Paralegal (CARE Proceedings)              | 25-43692  |
| 11.                            | 1        | 3125     | Deputy Public Defender (CARE Proceedings)       | 25-43693  |
| 12.                            | 1        | 6701     | Community Outreach Worker II (CARE Proceedings) | 25-43694  |

**3. Specialty Designations**

Recommend Approving the following:

**a) Add**

| Trans. #                                 | Job Code | Classification Title            | Position # | Specialty                | Effective |
|--|----------|---------------------------------|------------|--------------------------|-----------|
| <b>Information Technology Department</b> |          |                                 |            |                          |           |
| 13.                                      | 1837     | Infrastructure Services Manager | 311946     | Radio Telecommunications | 3/2/25    |

**4. Classification Specifications.**

**a) Revised**

Adopt the revised classification specification(s) noted below:

| Trans. # | Job Code | Classification Title               | Unit      |
|----------|----------|------------------------------------|-----------|
| 14.      | 2111     | Public Works Technical Assistant I | SEIU 1021 |

**IV. CONSENT MATTERS** **APPROVED**

**b) Revised and Retitled**

Adopt the revised and retitled classification specification(s) noted below:

| Trans. # | Job Code | Classification Title From                       | Classification Title To                   | Unit                       |
|----------|----------|---|---|----------------------------|
| 15.      | 5056     | Assistant Director, Health Care Services Agency | Assistant Director, Alameda County Health | Unrepresented – Management |

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

DocuSigned by:

  
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**SAM GEE, Interim Secretary to Civil Service Commission**