



Summary of Action Minutes

County of Alameda

Civil Service Commission

WEDNESDAY, MARCH 19, 2025, 4:00 P.M.

County of Alameda, 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 Margarita.Zamora@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) 272-6466 or Margarita.Zamora@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 (*Remote/Teleconference*)
Commissioner Stephen Wright (*Remote/Teleconference*)

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 MARCH 5, 2025, AS MAILED	5-0
III. PUBLIC COMMENT	None
IV. APPROVED CONSENT MATTERS (Pages 2 – 6)	4-Ayes 1-Abstain (Wright)
V. REGULAR AGENDA	None
VI. COMMUNICATION(S)	None
VII. APPEALS (Non-Disciplinary Matters)	None
VIII. CLOSED SESSION	
A. Report and Recommendation(s):	None
1. Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957	
2. Public Employment Pursuant to Government Code §54957	None
B. Conference with Legal Counsel – Potential Litigation	
3. Existing 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	

IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION	
Regarding Item VIII.B.3 In the matter of Alameda County Auditor-Controller/Clerk-Recorder Agency v. Alameda County Civil Service Commission (Clifton), by vote of 4 to 1 (Commissioner Chang in opposition) the Commission adopted a written Decision (Resolution No. 2025-01, dated March 19, 2025) denying the appeal of Tyler Clifton and affirming the Auditor-Controller Agency terminating Clifton from his employment with the Agency.	4-Ayes 1-No (Chang)
X. CIVIL SERVICE COMMISSION OR DIRECTOR REMARKS	None
XI. ADJOURNMENT	

IV. CONSENT MATTERS APPROVED				
A. Hearing Calendar – Set for Hearing				
Trans#	Requestor	Organization	Case Number	
1.	Lisa Harris	Self Representing	2025-01	
B. Reinstatement Request(s).				
Trans#	Name	Classification Title	Agency/Department	
1.	Jun Chao Yi	Senior Financial Services Specialist	Probation Department	
2.	Leilani Moore	Specialist Clerk I	Alameda County Health Agency	
3.	William Paul Smith III	Eligibility Services Technician III	Social Services Agency	
C. Voluntary Demotion(s).				
Trans#	Name	Classification Title From	Classification Title To	Agency/Department
1.	Herbert Hunt III	Deputy Sheriff's Recruit	Sheriff's Technician	Sheriff's Office
2.	William Jenevein	Regional Training Center Lead Instructor SAN	Regional Training Center Instructor EVOC SAN	Sheriff's Office
3.	Ferdinand Pacis	Child Support Specialist I	Customer Services Representative, DCSS	Department of Child Support Services
D. Comparable Transfer(s). None				
E. Transfer (Civil Service Rule 1732). None				
F. Examination ("Exam").				
Recommend approving the following:				
1. Promotional Assembled				
Trans#	Classification Title	Open Date	Last Day to File	
1.	Training and Education Center Organizational Development Manager (Promotional)	3/7/25	3/21/25	
2.	Deputy Director, Community Development Agency (Healthy Homes) (Promotional)	3/21/25	4/4/25	
2. Open Assembled				
Trans#	Classification Title	Open Date	Last Day to File	
3.	Assistant Director, Adult System of Care	3/7/25	3/20/25	
4.	Accounting Specialist I	3/3/25	3/17/25	
5.	Accounting Specialist II	3/3/25	3/17/25	
3. Promotional Continuous Exam				
Trans#	Classification Title	Open Date	Last Day to File	
	None			

IV. CONSENT MATTERS **APPROVED****4. Open Continuous Exam**

Trans#	Classification Title	Open Date	Last Day to File
	None		

5. Re-Open Continuous

Trans#	Classification Title	Open Date	Last Day to File
6.	Junior Engineer	2/26/25	3/12/25

6. Suspend the Following Continuous Exam

Trans#	Classification Title	Exam #	Last Day to File
	None		

7. Terminate Eligible Lists

Trans#	Classification Title	Exam #	Effective Date
7.	Auditor-Appraiser I	23-2705-01	2/26/25
8.	Auditor-Appraiser III	24-2715-01	2/26/25

8. Reinstate Eligible Lists

Trans#	Classification Title	Open Date	Last Day to File
	None		

9. Extend Eligible Lists

Trans#	Classification Title	Exam #	Termination Date
9.	Junior Engineer	24-2010-01	1/24/2026

10. Alternate Lists

Trans#	Classification Title	Job Code	Exam #	Alternate List	Job Code
10.	Epidemiologist III	5777	23-5777-01	Epidemiologist II	5785
11.	Supervising Clerk II	1139	24-1139-01	Supervising Clerk I	1138

11. Miscellaneous**a) Change**

Trans#	Classification Title	Job Code	Exam #	From	To	Effective
12.	Junior Engineer	2010	24-2010-01	Open Assembled	Open Continuous	4/24/24

IV. CONSENT MATTERS **APPROVED****b) Extend the Last Day for Filing**

Trans#	Classification Title	Job Code	Exam #	From	To
13.	Account Clerk, Zone 7	4925	25-4925-01	2/27/25	3/13/25
14.	Senior Nutritionist	5794	24-5794-01	2/21/25	4/4/25

G. Eligible Lists.

Recommend approving the following:

Create, approve, and order to promulgate the following:

Trans#	Classification Title	Job Code	Exam #
1.	Public Works Inspector II, Construction	2161	24-2161-01
2.	Public Works Inspector III, Construction	2162	24-2162-01
3.	Associate Civil Engineer	2021	25-2021-01
4.	Literacy Specialist	4121	24-4121-01
5.	Assistant Engineer	2015	24-2015-01
6.	Agricultural and Standards Aide (SAN)	8202N	25-8202N-01
7.	Associate Program Specialist	0301	24-0301-01
8.	Captain (Promotional)	8625	24-8625-01
9.	Mental Health Specialist III	6492	23-6492-01
10.	Principal Administrative Analyst	0255	24-0255-01
11.	Senior Hazardous Materials Specialist	5655	23-5655-01
12.	Supervising Program Specialist	0308	23-0308-01
13.	Technical Service Director (Promotional)	1835	25-1835-01

H. Classification Recommendations.

Adopt the classification recommendation(s) noted below and submit recommendation to the Board of Supervisors to approve the action of the Civil Service Commission.

1. Reclassify Positions

Trans#	# of Pos	Job Code	Classification Title From	Job Code	Classification Title To	Control #
Public Defender's Office						
1.	1	0221	Administrative Services Officer	0229	Administrative/Financial Services Manager	25-44060

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

Recommend approving the following:

a) Remove

Trans#	Job Code	Classification Title	Position #	Specialty	Effective
Alameda County Health					
2.	6927	Program Services Coordinator	310112, 310322, 310363	Equity and Social Justice	3/30/25

b) Add

Trans#	Job Code	Classification Title	Position #	Specialty	Effective
		None			

3. Classification Specifications**a) Revised**

Adopt the revised classification specification(s) listed below:

Trans#	Job Code	Classification Title	Unit
3.	2984	Healthy Housing Rehabilitation Technician	SEIU 1021
4.	4130	Librarian I	SEIU 1021
5.	4140	Librarian II	SEIU 1021
6.	4175	Librarian III	SEIU 1021

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

Sam GEE

977E8A6A6F46406...

SAM GEE, Interim Secretary to Civil Service Commission