



Summary Action Minutes

County of Alameda

Civil Service Commission

WEDNESDAY, APRIL 30, 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 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://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 (*Excused*)
Commissioner Monica Lee
Commissioner Stephen Wright (*Excused*)

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 APRIL 2, 2025, AS MAILED

3-0

CORRECTION: "Approve the Minutes of April 16, 2025, as mailed"

III. PUBLIC COMMENT

None

IV. APPROVED CONSENT MATTERS (Pages 2 - 4)

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V. REGULAR AGENDA

None

VI. COMMUNICATION(S)

None

VII. APPEALS (Non-Disciplinary Matters)

None

VIII. CLOSED SESSION

IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION

**No
Action**

X. CIVIL SERVICE COMMISSION OR DIRECTOR REMARKS

None

XI. ADJOURNMENT

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

Appeal received. Request to Set for Hearing

Trans#	Requestor	Organization	Case Number
1.	Steven Welty, Attorney at Law	Mastagni Holstedt, APC	2025-03

B. Reinstatement Request(s).

Trans#	Name	Classification Title	Agency/Department
2.	Nancy Bell	Supervising Program Specialist	Alameda County Health

C. Voluntary Demotion(s).

Trans#	Name	Classification Title From	Classification Title To	Agency/Department
1.	Lily Rios	Human Resources Technician	Specialist Clerk II	Social Services Agency

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.	Procurement and Contracts Supervisor (Promotional)	4/11/25	4/25/25
2.	Division Commander (Promotional)	4/18/25	5/2/25
3.	Supervising Eligibility Technician (Promotional)	4/18/25	5/5/25
4.	Janitor Supervisor (Promotional)	4/21/25	5/5/25

2. Open Assembled

Trans#	Classification Title	Open Date	Last Day to File
5.	Deputy Director of Child Support Services	4/11/25	4/25/25
6.	Auditor Associate I	4/14/25	5/9/25
7.	Infrastructure Services Analyst	4/16/25	4/30/25
8.	Secretary II	4/16/25	4/30/25
9.	Graphic Designer	4/17/25	5/1/25
10.	Bridge & Pump Supervisor	4/21/25	5/5/25
11.	Sheriff's Accreditation Supervisor	4/21/25	5/16/25
12.	Medical Records Technician	4/14/25	4/28/25

3. Terminate Eligible Lists

Trans#	Classification Title	Exam #	Effective Date
13.	Mental Health Specialist III	23-6492-01	4/18/25

IV. CONSENT MATTERS**APPROVED****4. Reinstate Eligible Lists**

Trans#	Classification Title	Exam #	Effective Date
14.	Program Services Coordinator	22-6927-01	10/16/2025

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

Trans#	Classification Title	Exam #	From	To
15.	Assessment Supervisor II (Promotional)	25-2851-01	4/10/25	4/30/25
16.	Assistant Director, Adult System of Care	23-5055-01	4/10/25	5/1/25
17.	Assistant Engineer	24-2015-01	4/21/25	5/5/25
18.	Child Support Program Manager	24-1410-01	4/18/25	4/24/25
19.	Epidemiologist II	25-5785-01	4/14/25	4/30/25
20.	Senior Civil Engineer	25-2025-01	4/11/25	4/25/25

G. Eligible Lists.

Recommend approving the following:

Create, approve, and order to promulgate the following:

Trans#	Classification Title	Exam #
1.	Account Clerk II	24-1310-01
2.	Assessment Supervisor I (Promotional)	25-2850-01
3.	Assistant Director, Workforce Development Board	25-6053-01
4.	Deputy Probation Officer I	24-6108-01
5.	Electrician, Zone 7	25-4996-01
6.	Food Service Worker	24-7510-01
7.	Human Resources Technician	25-0278-01
8.	Labor Relations Analyst II (Promotional)	25-0285-01
9.	Labor Relations Manager (Promotional)	25-0292-01
10.	Management Analyst	24-0206-01
11.	Nutrition Assistant I	24-5798-01
12.	Safety Officer	24-2117-02
13.	Senior Financial Services Specialist	23-0215-01
14.	Stationary Engineer, PWA	24-9671-01
15.	Transportation Worker SAN	24-6990N-01
16.	Water Quality Chemist, Zone 7	25-4950-01
17.	Water Quality Laboratory Supervisor, Zone 7	25-4952-01

IV. CONSENT MATTERS**APPROVED****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	0214	Financial Services Specialist II	0306	Program/Financial Specialist	25-44331

2. Specialty Designations

Recommend approving the following:

a) Add

Trans#	Job Code	Classification Title	Position #	Specialty	Effective
Public Defender's Office					
2.	1240	Legal Secretary	301478	Immigration	5/11/25

3. Classification Specifications**a) Revised**

Adopt the revised classification specification(s) listed below:

Trans#	Job Code	Classification Title	Unit
3.	1539	Deferred Compensation Program Manager	Unrepresented
4.	1540	Deferred Compensation Specialist	ACMEA
5.	8720	Emergency Services Coordinator I	SEIU 1021
6.	8721	Emergency Services Coordinator II	SEIU 1021

b) Revised and Retitled

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

Trans. #	Job Code	Classification Title From	Classification Title To	Unit
7.	2118	Supervising Safety Officer, HCSA	Supervising Safety Officer, AC Health	ACMEA

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