



Summary Action Minutes

County of Alameda

Civil Service Commission

WEDNESDAY, JUNE 25, 2025, 4:00 P.M.

County of Alameda, Training and Education Center
125 12th Street, Suite 400 (**The Emeryville 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
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 JUNE 11, 2025, AS MAILED

5-0

III. PUBLIC COMMENT

None

IV. APPROVED CONSENT MATTERS (Pages 2– 4)

CORRECTION:

Item IV. Consent Matters; C. Voluntary Demotions; 3. Change Deputy Sheriff II to Deputy Sheriff's Recruit

5-0

Approved as Amended

V. REGULAR AGENDA

1. From the Human Resource Services staff to abolish 12 unused/obsolete classifications in accordance with the County Charter Section 36.(a), and Civil Service Rule 1200 (Authority).

5-0

Staff Recommendation: Submit to Board of Supervisors for Approval.

[\[Attachment\]](#)

Approved

VI. COMMUNICATION(S)

None

VII. APPEALS (Non-Disciplinary Matters)

None

VIII. CLOSED SESSION

None

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.** **None****B. Reinstatement Request(s).**

Trans#	Name	Classification Title	Agency/Department
1.	Eduardo Cervantes	Specialist Clerk I	Alameda County Health
2.	Jorge Luis Cuevas	Human Resources Assistant I	Human Resource Services
3.	Kyle Correia	Deputy Sheriff II	Sheriff's Office
4.	Lesley Manchamee	Specialist Clerk I	Alameda County Health
5.	Denise Robleto	Deputy Sheriff's Recruit	Sheriff's Office
6.	Jason Tong	Senior Auditor	Auditor-Controller

C. Voluntary Demotion(s).

Trans#	Name	Classification Title From	Classification Title To	Agency/Department
1.	Sheila Fitzgerald	Emergency Services Dispatcher I	Sheriff's Technician	Sheriff's Office
2.	Ayanna Tafori Fofana	Deputy Sheriff's Recruit	Sheriff's Technician	Sheriff's Office
3.	Christopher Anthony Tower	Deputy Sheriff II Deputy Sheriff's Recruit	Sheriff's Safety Aide	Sheriff's Office
4.	Breanna Denise Brooks Wright	Staff Development Specialist	Deputy Public Guard-Cons/Inves	Social Services Agency

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

Recommend approving the following:

1. Open Assembled

Trans#	Classification Title	Open Date	Last Day to File
1.	Associate Civil Engineer	6/11/25	6/25/25
2.	Criminalist I	6/2/25	6/27/25
3.	Criminalist II	6/2/25	6/27/25
4.	Deputy Director, Public Works	6/13/25	7/7/25
5.	Energy Management Technician	6/4/25	6/18/25
6.	Laboratory Technician	6/16/25	6/30/25
7.	Probation Specialist	6/6/25	6/20/25

2. Re-Open Continuous

Trans#	Classification Title	Re-Open Date	Last Day to File
8.	Supply Clerk II	6/3/25	6/6/25
9.	Mental Health Specialist III	6/17/25	6/30/25

IV. CONSENT MATTERS**APPROVED****3. Terminate Eligible Lists**

Trans#	Classification Title	Exam #	Effective Date
10.	Senior Emergency Services Coordinator	24-8723-01	6/12/25

4. Reinstate Eligible Lists

Trans#	Classification Title	Exam #	Termination Date
11.	Mental Health Specialist III	23-6492-01	3/10/26

5. Miscellaneous**a) Change**

Trans#	Classification Title	Exam #	From	To	Effective
12.	Supply Clerk II	24-1710-01	open-assembled	open-continuous	6/12/24

b) Extend the Last Day for Filing

Trans#	Classification Title	Exam #	From	To
13.	Energy Management Technician	25-9686-01	6/18/25	6/25/25
14.	Environmental Health & Safety Program Manager, Zone 7	25-5003-01	6/2/25	6/16/25
15.	Materials Testing Technician III	25-2183-01	5/27/25	7/11/25

G. Eligible Lists.

Recommend approving the following:

Create, approve, and order to promulgate the following:

Trans#	Classification Title	Exam #
1.	Community Relations Coordinator	24-0325-01
2.	Deputy Director of Child Support Services	25-3165-01
3.	Fire Captain (Promotional)	25-8146-01
4.	Forensic Mental Health Specialist	25-6532-01
5.	Procurement and Contracts Supervisor (Promotional)	25-0175-01
6.	Public Works Technical Assistant I	24-2111-01
7.	Public Works Technical Assistant III	25-2113-01
8.	Senior Assessor's Technician	25-2508-01

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. Add Positions

Trans#	# of Pos	Job Code	Classification Title	Control #
Fire Department				
1.	1	8180	Fire Department Payroll Analyst	25-44233
2.	3	8128 P	Fire Fuels Crew Technician Project	25-44371
Zone 7				
3.	1	5004	Computerized Maintenance Management System, Analyst, Zone 7	25-44468

2. Reclassify Positions

Trans#	# of Pos	Job Code	Classification Title From	Job Code	Classification Title To	Control #
Social Services Agency						
4.	1	6776	Welfare Investigator II	8705	Deputy Public Guardian-Conservator/Investigator	25-44482
Treasurer-Tax Collector						
5.	1	1120	Clerk II	1129	Specialist Clerk II	25-44385

3. Specialty Designations**None****4. Classification Specifications****a) Revised**

Adopt the revised classification specification(s) listed below:

Trans#	Job Code	Classification Title	Unit
6.	1792	Information Technology Specialist I	SEIU 1021
7.	1793	Information Technology Specialist II	SEIU 1021
8.	1794	Information Technology Specialist III	SEIU 1021
9.	1795	Information Technology Specialist IV	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
10.	8756	Sheriff's Fleet Services Coordinator	Sheriff's Fleet Services Supervisor	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