



# **A G E N D A**

## **ALAMEDA COUNTY**

### **CIVIL SERVICE COMMISSION**

**Wednesday, January 30, 2019, 4:00 P.M.**

*Lakeside Plaza Building*

*1401 Lakeside Drive, Room 201*

**Commissioner Arlene Lum, President**  
**Commissioner Barbara Luna, Vice-President**  
**Commissioner Dan Chang**  
**Commissioner Dennis Handis**  
**Commissioner Ross Peterson**

**Joe Angelo, Secretary to**  
**Civil Service Commission**  
**Andrea Weddle, Chief Assistant County Counsel**

**I. CALL TO ORDER**

**II. APPROVE THE MINUTES OF JANUARY 16, 2019 AS MAILED.**

**III. PUBLIC COMMENTS:**

**IV. APPROVE CONSENT MATTERS - Pages 2 - 4**

**V. COMMUNICATION(S) No Actions**

**VI. APPEALS (Non-Disciplinary Matters) No Actions**

**VII. CLOSED SESSION**

1. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2018-06– OAH No. 2018061143 (Sheriff’s Office).
2. Public Employment pursuant to Government Code §54957: job code 1571, Eligibility Services Technician I, Social Services Agency
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (Two cases)
4. **Conference with Legal Counsel – Potential Litigation:** Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

**VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:**

**IX. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:**

**X. ADJOURNMENT**

#### IV. CONSENT MATTERS

##### A. Hearing Calendar

1. For Appeal Hearing Case No. 2015-25; OAH No. 2016010865, both parties have reached a settlement agreement. Remove from hearing calendar.

##### B. Reinstatement Request(s)

1. Suyon Chon, Payroll Records Clerk, Sheriff's Office
2. Rachael Ann Griffin, Specialist Clerk I, Social Services Agency

##### C. Voluntary Demotion(s)

1. Marcial Vasquez, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office

##### D. Examination Actions – for CSC Meeting of Janu

Order on 1/10/19 promotional-assembled examination:

1. Janitor Supervisor I, LDF 2/4/19

Order on 11/21/18 open-assembled examination:

2. Plumber, LDF 1/15/19

Order on 1/7/19 open-assembled examination:

3. Chief Forensic Pathologist, LDF 1/31/19

Order on 1/23/19 open-assembled examination:

4. Human Resources Officer II, Zone 7, LDF 2/19/19

Re-open on 1/22/19 promotional-continuous examination:

5. Departmental Human Resources Manager, LDF 1/28/19

Extend eligible lists:

6. Building Maintenance Laborer, #17-9125-01, terminate on 5/31/19
7. Division Director, Behavioral Health Care Services (Promotional), #17-5094-01, terminate on 8/28/19
8. Procurement & Contracts Assistant, #17-1480-01, terminate on 5/31/19
9. Senior Therapist, #17-5865-01, terminate on 5/28/19

Miscellaneous:

10. Change the Departmental Human Resources Manager, promotional exam #17-0462-01, from an assembled exam to a continuous exam effective 1/17/18.

**IV. CONSENT MATTERS**

**E. Eligible Lists**

Create, approve and order promulgated:

1. Assistant Chief of Policy and Standards Compliance, #18-6048-01
2. Civil Legal Secretary, #18-1242-01
3. Director, Public Health, #18-5044-01
4. Health Insurance Technician, #18-1485-02
5. Investigator, Probation Department, #18-8588-01
6. Library Clerk I, #18-1103-01
7. Maintenance and Construction Technician I, (HARD), #18-1122h-01
8. Secretary I, #18-1215-01
9. Senior Project Manager, General Services Agency, #18-9701-01
10. Youth and Family Services Supervisor, #18-6500-02

**F. Classification Recommendations**

<b>Department:</b>	<b>Re:</b>
Information Technology Department	1. Reallocate one position of 0214, Financial Services Specialist II to 0215, Senior Financial Services Specialist (19-32515).
Social Services Agency	2. Reallocate one position of 8512, Estate Manager Investigator to 8705, Deputy Public Guardian Conservator/Investigator (19-31931).

**G. Specialty Designations**

<b>Department:</b>	<b>Re:</b>
Health Care Services Agency	<ol style="list-style-type: none"> <li>1. Remove the specialty designation for one position #311068, job code 1314, Accounting Specialist II, (Spanish-Speaking Specialty), effective 2/3/19.</li> <li>2. Remove the specialty designation for one position #401047, job code 1485, Health Insurance Technician, (Consumer/Family Specialty), effective 2/3/19.</li> <li>3. Approve the specialty designation for one position #310356, job code 1120, Clerk II, (Spanish-Speaking Specialty), effective 2/3/19.</li> </ol>

**IV. CONSENT MATTERS**

**H. Classification Specifications**

1. Adopt the revised classification specification for 6033, Probation Community Re-Entry and Outreach Director.
2. Adopt the revised classification specification for 9420, Auto Mechanic.
3. Adopt the revised classification specification for 6217, Institutional Supervisor I.
4. Adopt the revised classification specification for 6225, Institutional Supervisor II.