



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, October 23, 2019, 4:00 P.M.

Lakeside Plaza Building - 1401 Lakeside Drive, Room 201

Remote Location: 4501 Pleasanton Avenue, Pleasanton, CA

Commissioner Arlene Lum, President
Commissioner Barbara Luna, Vice-President
Commissioner Dan Chang
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 OCTOBER 9, 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. Public Employment pursuant to Government Code §54957:
job code 6730, Social Services Agency
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Two cases)
3. **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. 2019-09, both parties have reached a settlement agreement. Remove from Hearing calendar.

B. Comparable Transfer(s)

1. Carrie Ware-Kawamoto, Marriage and Family Therapist II to Behavioral Clinician II, Health Care Services Agency

C. Examination Actions – for CSC Meeting of October 23, 2019

Order on 9/26/19 promotional-assembled examination:

1. Messenger, LDF 10/21/19

Order on 10/7/19 promotional-assembled examination:

2. Facilities Manager-Real Property Division, LDF 11/1/19

Order on 10/11/19 promotional-assembled examination:

3. Elections Division Manager, LDF 11/5/19

Order on 10/3/19 open-assembled examinations:

4. Deputy Sheriff's Recruit, LDF 10/29/19
5. Environmental Project Manager, LDF 10/29/19

Order on 10/4/19 open-assembled examination:

6. Library Manager I, LDF 10/28/19

Order on 10/8/19 open-assembled examination:

7. Rehabilitation Counselor I, LDF 11/4/19

Order on 10/9/19 open-assembled examinations:

8. Financial Services Officer, LDF 11/4/19
9. Human Resources Assistant I, LDF 11/4/19

Order on 10/14/19 open-assembled examinations:

10. Deputy Sheriff I (POST Academy Graduate), LDF 11/8/19
11. Deputy Sheriff II (Lateral), LDF 11/8/19
12. Developmental Disabilities Coordinator, LDF 11/7/19

Terminate eligible list:

13. Juvenile Institutional Officer Associate, #18-6214-01, effective 10/2/19

Extend eligible lists:

14. Emergency Services Dispatcher I, #18-1882-01, terminate on 6/5/20
15. Legal Process Clerk I, #18-1511-01, terminate on 12/24/19
16. Program Specialist (STD Option), #18-0305-02, terminate on 2/7/20
17. Designate the Deputy Probation Officer I eligible list, #18-6108-01, as an alternate list for Juvenile Institutional Officer Associate.

IV. CONSENT MATTERS

C. Examination Actions – for CSC Meeting of October 23, 2019 - continued

18. Designate the Secretary II eligible list, #18-1220-01, as an alternate list for Secretary I.

Miscellaneous:

19. Extend the last day for filing for Water Plant Operator II, Zone 7, #18-4943-01, from 10/7/19 to 11/1/19.
20. Extend the last day for filing for Housing and Community Development Specialist I, #19-2964-03, from 10/10/19 to 10/21/19.
21. Extend the last day for filing for Supervising Criminalist, #19-8526-02, from 10/21/19 to 11/4/19.

D. Eligible Lists

Create, approve and order promulgated:

1. Administrative Specialist I, #19-0218-02
2. Capital Programs Manager, #19-2218-01
3. Chief Deputy of Operations, General Services Agency, #19-0195-01
4. Deputy Chief Probation Officer, #19-6124-01
5. Deputy Director, Public Works, #19-2047-01
6. Financial Analyst, Zone 7, #19-4929-01
7. Janitor, Floor Specialist, #19-7411-01
8. Personal Computer & Network Systems Analyst, ACERA, #19-1366-01
9. Senior Land Surveyor, #19-2155-02
10. Weed and Pest Control Supervisor, #19-9536-01

E. Classification Recommendations

Department:	Re:
Assessor	1. Reallocate three positions of 2615N, Appraiser II Services-As-Needed to 0321, Assessor's Communication Coord (20-34070).
Community Development Agency	2. Reallocate one position of 1129, Specialist Clerk II to 1128, Specialist Clerk I (20-34000). 3. Reallocate one position of 1129, Specialist Clerk II to 1128, Specialist Clerk I (20-34002).
Library	4. Reallocate one position of 4120N, Library Technician Services-As-Needed to 4120, Library Technician (20-33967). 5. Reallocate one position of 4200, Library Lead Clerk to 4120, Library Technician (20-33968). 6. Reallocate one position of 1104, Library Clerk II to 4120, Library Technician (20-33969).

IV. CONSENT MATTERS	
E. <u>Classification Recommendations</u> - continued	
Department:	Re:
Retirement	<ol style="list-style-type: none"> 7. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34028). 8. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34031). 9. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34032). 10. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34033).
F. <u>Specialty Designations</u>	
Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Remove the specialty designation for one position #312205, job code 9695, Real Estate Project Manager, (Portfolio Management Specialty), effective 11/3/19.
G. <u>Classification Specifications</u>	
ACMEA General Government Unit	<ol style="list-style-type: none"> 1. Revise and retitle 6770, Adult Protective Services Supervisor to 6770, Adult Protection Supervisor and adopt the classification specification.
ACMEA General Government Unit	<ol style="list-style-type: none"> 2. Adopt the revised classification specification series 1428, Collection Supervisor I and 1430, Collection Supervisor II.
Unrepresented - Fire Management	<ol style="list-style-type: none"> 3. Revise and retitle 8133, Fire Public Information and Community Relations Officer to 8133, Fire Public Affairs Manager and adopt the classification specification.