



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, December 18, 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 Ross Peterson

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

I. CALL TO ORDER

II. APPROVE THE MINUTES OF DECEMBER 4, 2019 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 - 3

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters)

From the Human Resource Services Staff in response to Erika Holmes' and Maria White's appeal to upgrade from Supervising Clerk III to Supervising Administrative Specialist classification.

STAFF RECOMMENDATION: Deny request

VII. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (One case)
2. **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. Reinstatement Request(s)

1. Creed Combs, Computer & Network Systems Analyst, ACERA, Retirement
2. Lisa Ho, Program/Financial Specialist, Social Services Agency
3. Lynda Rodriguez, Specialist Clerk II, Library

B. Voluntary Demotion(s)

1. Anna McKenzie, Supervising Financial Services Specialist to Management Analyst, Health Care Services Agency
2. Pamela Powell, Social Work Supervisor to Staff Development Supervisor, Social Services Agency

C. Examination Actions – for CSC Meeting of December 18, 2019

Order on 11/15/19 promotional-assembled examination:

1. Sergeant, LDF 12/11/19

Order on 11/22/19 promotional-assembled examination:

2. Captain, LDF 12/18/19

Order on 12/5/19 promotional-assembled examination:

3. Supervising Eligibility Technician, LDF 12/30/19

Order on 12/9/19 promotional-assembled examination:

4. Assistant Deputy Director, Community Development Agency, LDF 1/21/20

Order on 11/20/19 open-assembled examination:

5. Emergency Medical Services Coordinator, LDF 12/16/19

Order on 11/22/19 open-assembled examination:

6. Child Support Specialist I, LDF 12/16/19

Order on 12/13/19 open-continuous examination:

7. Agricultural and Standards Aide Services-As-Needed

Reopen on 12/9/19 continuous examination:

8. Program/Financial Specialist, LDF 1/6/20

Miscellaneous:

9. Extend the last day for filing for Investigator, Probation Department, exam #19-8588-01 from 12/9/19 to 12/30/19.
10. Cancel the Supervising Criminalist, exam #19-8526-02, effective 9/25/19.

IV. CONSENT MATTERS

D. Eligible Lists

Create, approve and order promulgated:

1. Appraiser I, #19-2610-01
2. Associate County Counsel, #19-3220-01
3. Clerk II, #19-1120-01
4. Criminalist II, #19-8524-01
5. Environmental Health Maintenance Worker, #19-5647-01
6. Information Systems Manager, #19-0420-01
7. Messenger (Promotional), #19-1105-01
8. Real Estate Projects Manager, #19-9695-01
9. Youth & Family Services Lead Therapist, #18-6499-01
10. Youth & Family Services Program Assistant, #18-6511-01

E. Classification Recommendations

Department:	Re:
Assessor	1. Reallocate one position of 2710, Auditor-Appraiser II to 2622, Assessor Representative (20-34269).
County Counsel	2. Reallocate one position of 1091, Retired Annuitant II to 3245, Assistant County Counsel (20-34218).
General Services Agency	3. Reallocate one position of 2215, Architect to 9701, Senior Project Manager, GSA (20-34266).
Health Care Services Agency	4. Reallocate one position of 6527, Behavioral Health Clinical Manager to 6514, Behavioral Health Crisis Intervention Supervisor (20-33748).
Public Defender	5. Reallocate one position of 1142, Administrative Assistant to 6720, Social Worker III (Realignment Specialty) (20-34270). 6. Reallocate one position of 1240, Legal Secretary to 1240P, Legal Secretary Project (20-34273).
Social Services Agency	7. Reallocate one position of 6720, Social Worker III to 0308, Supervising Program Specialist (20-34211).

F. Classification Specifications

Unrepresented - Management	1. Recommend the Board of Supervisors establish the classification of 4956, Procurement and Contract Supervisor, Zone 7 and adopt the classification specification.
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