



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, December 19, 2018, 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 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 DECEMBER 5, 2018 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 Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Two cases)
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. Betty Pena, Specialist Clerk I, Health Care Services Agency
2. Chryzel Reyes, Specialist Clerk I Project, Health Care Services Agency

B. Examination Actions – for CSC Meeting of December 19, 2018

Order on 12/4/18, open-assembled examination:

1. Agricultural and Standards Aide (Services-As-Needed), LDF 12/28/18

Reopen on 12/4/18, continuous examination:

2. Assistant Superintendent, Probation, LDF 1/2/19

Reinstate eligible lists:

3. Accounting Specialist I, #17-1314-01, terminate on 2/4/19
4. Agricultural and Standards Investigator I, #17-8418-01, terminate on 5/8/19
5. Senior Hazardous Materials Specialist (Local Oversight Program Specialty), #17-5655-01, terminate on 3/1/19
6. Street Sweeper Operator, #16-9317-01, terminate on 3/4/19
7. Designate the Human Resources Technician, eligible list #18-0278-01, as an alternate to fill the Human Resources Assistant I.

Miscellaneous:

8. Extend the last day for filing for Planner II, examination #18-2039-01 from 12/3/18 to 12/17/18.
9. Change the Assistant Superintendent, Probation, examination #18-6230-01, from an assembled examination to a continuous examination effective 8/29/18
10. Extend the last day for filing for Fire Department Plan Checker, examination #18-8131-02 from 12/7/18 to 12/14/18.
11. Extend the last day for filing for Customer Service Representative, Department of Child Support Services, examination #18-1154-01 from 12/10/18 to 12/14/18.
12. Extend the last day for filing for Laborer, examination #18-9105-01 from 12/10/18 to 12/28/18.

C. Eligible Lists

Create, approve and order promulgated:

1. Administrative Assistant, #18-1142-01
2. Assistant Deputy Director, Community Development Agency 7, #18-2953-01
3. Billing Technician II, #18-1492-01
4. Buyer I, Zone 7, #18-4953-01
5. Division Director, Social Services Agency (Promotional), #18-6050-01
6. Economic Development Analyst II, #18-0270-01
7. Housing and Community Development Specialist I, #18-2964-01
8. Program Specialist (Early Care & Education), #18-0305-03

IV. CONSENT MATTERS

C. Eligible Lists - continued

Create, approve and order promulgated:

9. Project Manager, General Services Agency, #18-9700-01
10. Safety Technician II, Zone 7, #18-4935-01
11. Senior Planner, #18-2940-01

D. Classification Recommendations

Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 0307, Senior Program Specialist to 0308, Supervising Program Specialist (19-31926). 2. Reallocate one position of 1142, Administrative Assistant to 0204, Management Associate II (19-32398). 3. Reallocate one position of 0307, Senior Program Specialist to 0307P, Senior Program Specialist Project (19-32404). 4. Reallocate one position of 0308P, Supervising Program Specialist Project to 0308, Supervising Program Specialist (19-32410). 5. Reallocate one position of 7879, Health Services Trainee to 1120, Clerk II (Spanish-Speaking Specialty Designation) (19-32412). 6. Reallocate one position of 5648N, Hazardous Waste Worker Services-As-Needed to 5647, Environmental Health Maintenance Worker (19-32413).
Public Defender	<ol style="list-style-type: none"> 7. Reallocate one position of 1216, Supervising Secretary I to 0219, Administrative Specialist II (Legal Experience Specialty Designation) (19-31727). 8. Reallocate one position of 1216, Supervising Secretary I to 0219, Administrative Specialist II (Legal Experience Specialty) (19-31728). 9. Reallocate one position of 1216, Supervising Secretary I to 0219, Administrative Specialist II (19-31729). 10. Reallocate one position of 3125P, Deputy Public Defender Project to 3125, Deputy Public Defender (19-32407). 11. Reallocate one position of 6720P, Social Worker III Project to 6720, Social Worker III (Realignment Specialty Designation) (19-32408).

IV. CONSENT MATTERS	
D. <u>Classification Recommendations</u> - continued	
Department:	Re:
Retirement	12. Reallocate one position of 1367, Computer & Network Systems Specialist, ACERA to 1852, Senior Technology Project Manager (19-32341).
Sheriff's Office	13. Reallocate five positions of 6501 Youth and Family Services Therapist I to 6498, Youth and Family Services Therapist (19-32405) 14. Reallocate three positions of 6501, Youth and Family Services Therapist I to 6498, Youth and Family Services Therapist (19-32406).
E. <u>Classification Specifications</u>	
	1. Revise and retitle 5643, Behavioral Health Care Pharmacist Specialist to 5643, Pharmacy Director, Behavioral Health Care Services and adopt the classification specification. 2. Adopt the revised classification specification 0161, Business License Tax Auditor. 3. Adopt the revised classification specification series 3150, Child Support Attorney I, 3151, Child Support Attorney II, 3152, Child Support Attorney III, 3153, Child Support Attorney IV, 4. Adopt the revised classification specification 4908, Human Resources Officer, I, Zone 7. 5. Adopt the revised classification specification 4909, Human Resources Officer, II, Zone 7. 6. Adopt the revised classification specification 1837, Infrastructure Services Manager. 7. Adopt the revised classification specification 6033, Probation Community Re-Entry and Outreach Director. 8. Adopt the revised classification specification 3160, Supervising Child Support Attorney.