



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, March 27, 2019, 4:00 P.M.

Lakeside Plaza Building - 1401 Lakeside Drive, Room 201

Remote Locations: 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 MARCH 13, 2019 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 - 6

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:
(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. Hearing Calendar

1. Correspondence from County Counsel that both parties have reached a settlement agreement for Case No. 2018-10; OAH case No. 2018120103. Remove from calendar.

B. Reinstatement Request(s)

1. Lori Caliva, Specialist Clerk I, Community Development Agency
2. Loriezel Josen, Library Clerk II Services-As-Needed, County Library
3. Larry Smith, Jr., Information Systems Specialist, Auditor-Controller
4. Quincy L. Wilkins, Social Services Program Manager, Social Services Agency

C. Examination Actions – for CSC Meeting of March 27, 2019

Order on 3/13/19 open-assembled examination:

1. Behavioral Health Clinician II, LDF 4/8/19

Order on 3/15/19 open-assembled examinations:

2. Painter, LDF 4/9/19
3. Supervising Appraiser II, LDF 4/8/19

Reopen on 3/7/19 continuous examination:

4. Deputy Sheriff's Recruit, LDF 4/2/19

Terminate eligible lists:

5. Contract Compliance Officer, #17-0481-01, effective 3/5/19
6. Library Page, #17-1109-01, effective 3/12/19

Extend eligible list:

7. Specialist Clerk II, #17-1129-01, terminate on 7/15/19
8. Designate the Financial Services Officer, exam #17-0217-01, as an alternate list for Supervising Financial Services Specialist.

D. Eligible Lists

Create, approve and order promulgated:

1. Administrative Support Specialist, ACERA, #18-1354-01
2. Assistant Superintendent, Probation, #18-6230-01
3. Fire Department Division Chief, (Promotional), #18-8130-01
4. Janitor Supervisor I (Promotional), #19-7422-01
5. Plumber, #18-9260-01
6. Training and Education Center Customer Service Specialist, #18-0482-01

IV. CONSENT MATTERS

E. Classification Recommendations

Department:	
Health Care Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 6525, Behavioral Health Clinician Supervisor to 6525P, Behavioral Health Clinician Supervisor (Project) (19-32796). 2. Reallocate one position of 6510, Behavioral Clinician II to 6525P, Behavioral Health Clinician Supervisor (Project) (19-32797). 3. Reallocate one position of 6510, Behavioral Clinician II to 6510P, Behavioral Clinician II (Project) (19-32798).
Human Resource Services	<ol style="list-style-type: none"> 4. Reallocate one position of 0482, Train and Education Center Customer Service Specialist to 1316, Accounting Specialist II (19-32847).
Information Technology	<ol style="list-style-type: none"> 5. Reallocate one position of 0221, Administrative Services Officer to 0217, Financial Services Officer (19-32780). 6. Reallocate one position of 0411, Information Systems Technician II to 1823, Programmer II (19-32810).

F. Specialty Designations

Department:	
Health Care Services Agency	<ol style="list-style-type: none"> 1. Approve the specialty designation for one position #310147, job code 6707, Family Support Case Manager, (Spanish Speaking Specialty), effective 4/7/19.
Human Resource Services Department	<ol style="list-style-type: none"> 2. Remove the specialty designation for 59 positions #400146, 400181, 400209, 400212, 400222, 400230, 400246, 400249, 400253, 400605, 400613, 400614, 400625, 400676, 400685, 400686, 400689, 400692, 400693, 400695, 400720, 400728, 400745, 400750, 401992, 401993, 402000, 402001, 402002, 402003, 402007, 402008, 402009, 402011, 402015, 402018, 402034, 402052, 402064, 402077, 402079, 402084, 402086, 402087, 402095, 402099, 402100, 402169, 402176, 402205, 402218, 402219, 402222, 402249, 402255, 402273, 402275, 402280, 402314, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (Elections Support-Courthouse Specialty), effective 4/7/19.

IV. CONSENT MATTERS

F. Specialty Designations - continued

Department:	
Human Resource Services Department	<ol style="list-style-type: none"> <li data-bbox="760 428 1523 621">3. Remove the specialty designation for 6 positions # 400618, 400516, 400628, 400632, 402078, 400508, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (Elections Support-Instructor Specialty), effective 4/7/19. <li data-bbox="760 625 1523 856">4. Remove the specialty designation for 10 positions #402317, 402069, 400572, 402196, 401988, 402185, 402319, 402272, 400593, 400595, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (Elections Support-Warehouse Specialty), effective 4/7/19. <li data-bbox="760 861 1523 1054">5. Remove the specialty designation for 8 positions #400051, 400049, 400061, 400062, 400058, 400064, 400057, 400063, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (TAP - Non-Assessment Specialty), effective 4/7/19. <li data-bbox="760 1058 1523 1671">6. Remove the specialty designation for 113 vacant positions #300927, 400065, 400152, 400201, 400203, 400208, 400217, 400225, 400242, 400247, 400250, 400582, 400596, 400603, 400606, 400607, 400608, 400609, 400611, 400612, 400637, 400638, 400642, 400643, 400657, 400659, 400662, 400663, 400664, 400683, 400687, 400690, 400691, 400697, 400703, 400711, 400717, 400723, 400724, 400726, 400741, 400742, 400744, 400748, 400749, 401972, 401979, 401980, 401981, 401982, 401983, 401984, 401985, 401986, 401987, 401989, 401990, 401991, 401994, 401995, 401996, 401997, 401998, 401999, 402004, 402005, 402006, 402010, 402013, 402014, 402016, 402017, 402019, 402036, 402037, 402061, 402062, 402074, 402076, 402081, 402082, 402085, 402092, 402094, 402101, 402107, 402111, 402112, 402117, 402118, 402121, 402122, 402133, 402147, 402157, 402170, 402184, 402229, 402235, 402247, 402257, 402260, 402263, 402267, 402268, 402278, 402281, 402287, 402298, 402299, 402305, 402306, 402308, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (Elections Support-Courthouse Specialty), effective 4/7/19. <li data-bbox="760 1675 1523 1936">7. Remove the specialty designation for 21 vacant positions #400509, 400512, 400554, 400563, 400566, 400567, 400619, 400621, 400622, 400623, 400624, 400626, 400629, 400630, 400633, 400634, 400635, 400647, 402058, 402067, 402132, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (Elections Support-Instructor Specialty), effective 4/7/19.

IV. CONSENT MATTERS

F. Specialty Designations - continued

Department:	
Human Resources Services Department	<ol style="list-style-type: none"> <li data-bbox="760 428 1495 684">8. Remove the specialty designation for 24 vacant positions #300931, 400066, 400149, 400157, 400238, 400248, 400259, 400583, 400594, 400721, 402040, 402068, 402139, 402143, 402151, 402154, 402171, 402175, 402265, 402300, 402303, 402312, 402315, 402316, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (Elections Support-Warehouse Specialty), effective 4/7/19. <li data-bbox="760 688 1516 919">9. Remove the specialty designation for 8 vacant positions #400048, 400052, 400053, 400054, 400056, 400059, 400060, 400067, job code 1293N, Administrative Support I, (Services-As-Needed) TAP, (TAP - Non-Assessment Specialty), effective 4/7/19. <li data-bbox="760 924 1487 1119">10. Remove the specialty designation for two positions, #400276, 400349, job code 0610N, Professional Technical Specialist I, (Services-As-Needed) TAP, (Elections Support-Courthouse Specialty), effective 4/7/19. <li data-bbox="760 1123 1523 1354">11. Remove the specialty designation for nine positions, #400684, 300920, 300930, 401926, 400073, 400733, 401931, 401923, 400244, job code 0610N, Professional Technical Specialist I, (Services-As-Needed) TAP, (Elections Support-Warehouse Specialty), effective 4/7/19. <li data-bbox="760 1358 1511 1617">12. Remove the specialty designation for 23 Vacant positions, #300916, 300924, 300926, 300946, 300947, 300948, 300950, 400164, 400184, 400226, 400231, 400257, 400308, 400631, 400737, 401922, 401924, 401925, 401927, 401928, 401929, 401930, 401932, job code 0610N, Professional Technical Specialist I, (Services-As-Needed) TAP, (Elections Support-Warehouse Specialty), effective 4/7/19. <li data-bbox="760 1621 1516 1812">13. Remove the specialty designation for 5 Vacant positions #400277, 400294, 400316, 400319, 400325, job code, 0610N, Professional Technical Specialist I, (Services-As-Needed) TAP, (Elections Support-Courthouse Specialty), effective 4/7/19.

IV. CONSENT MATTERS	
F. <u>Specialty Designations</u> - continued	
Department:	
Human Resources Services Department	<p>14. Remove the specialty designation for 10 Vacant positions #400414, 400415, 400416, 400417, 400418, 400419, 400420, 400421, 400422, 400423, job code, 0610N, Professional Technical Specialist I, (Services-As-Needed) TAP, (TAP - Non-Assessment Specialty), effective 4/7/19.</p> <p>15. Remove the specialty designation for 3 Vacant positions #400424, 400426, 400428, job code 0611N, Professional Technical Specialist II, (Services-As-Needed) TAP, (TAP - Non-Assessment Specialty), effective 4/7/19.</p>
County Library	16. Approve the specialty designation for one position #311597, job code 4140, Librarian II, (Spanish Speaking Specialty), effective 4/7/19.
Public Defender's Office	17. Remove the specialty designation for one position #301593, job code 3125, Deputy Public Defender, (Realignment Specialty), effective 3/27/19.
Social Services Agency	18. Remove the specialty designation for one position #402499, job code 1128, Specialist Clerk I, (Public Authority Specialty), effective 4/11/19.
G. <u>Classification Specifications</u>	
SEIU 1021	<p>1. Adopt the revised classification specification 1705, Supply Clerk I.</p> <p>2. Adopt the revised classification specification 1710, Supply Clerk II.</p>
Unrepresented - Management	<p>3. Adopt the revised classification specification 6080, Assistant Agency Director, Social Services Agency.</p> <p>4. Revise and retitle 2218, Design and Construction Manager to 2218, Capital Program Manager.</p> <p>5. Adopt the revised classification specification 0467, Disability Programs Case Manager.</p> <p>6. Adopt the revised classification specification 0468, Disability Program Supervisor.</p>