



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, March 30, 2016, 4:00 P.M.

Lakeside Plaza Building

1401 Lakeside Drive, Room 201

Commissioner Ben Tate, President
Commissioner Arlene Lum, Vice-President
Commissioner Stephen Booth
Commissioner Dan Chang
Commissioner Barbara Luna

Kathy Mount, Secretary to
Civil Service Commission
Andrea Weddle, County Counsel

I. CALL TO ORDER

II. APPROVE THE MINUTES OF MARCH 16, 2016 AS MAILED.

III. APPROVE CONSENT MATTERS - Pages 2 -4

IV. COMMUNICATION(S) No Actions

V. APPEALS (Non-Disciplinary Matters) No Actions

VI. CLOSED SESSION

- 1. REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2015-05– OAH No. 2015050967 (Probation).
- Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (Three cases)
- Conference with Legal Counsel – Potential Litigation:** Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9

VII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:

VIII. PUBLIC COMMENTS:

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:

X. ADJOURNMENT

III. CONSENT MATTERS

A. Hearing Calendar

Correspondence from the Appellant requesting a hearing for Case No. 2016-06.
Set for Hearing.

B. Reinstatement Request(s)

Asha Wadhera, Library Clerk II Services-As-Needed, County Library

C. Voluntary Demotion(s)

Frank Kirk, Retirement Specialist III to Retirement Support Specialist, ACERA
Dominic Salvo, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office

D. Examination Actions – for CSC Meeting of March 30, 2016

Order on 3/10/16 open-assembled examination:

1. Child Welfare Worker II, LDF 4/4/16

Order on 3/23/16 open-assembled examination:

2. Youth & Family Services Lead Therapist, LDF 4/18/16

Order on 3/25/16 open-assembled examination:

3. Sheriff's Technician, LDF 4/20/16

Reinstate eligible lists:

4. Child Welfare Supervisor (Promotional), #14-6750-01, terminate on 9/15/16
5. Eligibility Support Clerk, #14-1132-01, terminate on 5/31/16

Extend eligible lists:

6. Captain (Promotional), #14-8625-01, terminate on 10/31/16
7. Lieutenant (Promotional), #14-8620-01, terminate on 10/15/16
8. Senior Supervising Auditor, #14-0150-01, terminate on 6/18/16

E. Eligible Lists

Create, approve and order promulgated:

1. Accounting Technician, #15-1315-01
2. Division Director, Behavioral Health Care Services, #15-5094-01
3. Eligibility Services Technician IV (Promotional), #15-1573-01
4. Information Systems Specialist, #15-0416-01
5. Social Worker III, #15-6720-01
6. Technical Support Analyst, #15-0418-01

III. CONSENT MATTERS	
F. <u>Classification Recommendations</u>	
Department:	Re:
Auditor-Controller	1. Reallocate one position of 0460, Departmental Personnel Officer I to 0206, Management Analyst (16-25860).
Health Care Services Agency	2. Reallocate one position of 5044, Director, Public Health to 0427, Information Systems Deputy Director (16-25758). 3. Reallocate one position of 6640, Rehabilitation Counselor II to 0427, Information Systems Deputy Director (16-25807). 4. Reallocate one position of 5648N, Hazardous Waste Worker Services-As-Needed to 5650, Hazardous Materials Specialist (Certified Unified Program Agency) (16-25857). 5. Reallocate one position of 0424, Information Systems Director to 0424P, Information Systems Director Project (16-25858). 6. Reallocate one position of 0419, Information Systems Analyst to 1418, Foundation Director (16-25923).
Human Resource Services Department	7. Reallocate one position of 0276, Human Resources Trainee to 0460, Departmental Personnel Officer I (16-25931)
Retirement	8. Allocate one additional position of 1354, Administrative Support Specialist, ACERA (16-25777).
Sheriff's Office	9. Reallocate one position of 8860, Terrorism Early Warning Group Coordinator to 8721, Emergency Services Coordinator II (16-25910).
Social Services Agency	10. Reallocate one position of 1471, Eligibility Technician II to 1572, Eligibility Services Technician III (16-24880). 11. Reallocate one position of 0305, Program Specialist to 8509, Assistant Public Guardian-Conservator (16-25866). 12. Reallocate one position of 1220, Secretary II to 6752, Social Services Ombudsperson (16-25867).

III. CONSENT MATTERS	
F. <u>Classification Recommendations</u>	
Department:	Re:
Social Services Agency	<ol style="list-style-type: none"> 13. Reallocate one position of 1572, Eligibility Services Technician III to 1573, Eligibility Services Technician IV (16-25869). 14. Reallocate one position of 1572, Eligibility Services Technician III to 1573, Eligibility Services Technician IV (16-25870). 15. Reallocate one position of 1572, Eligibility Services Technician III to 1573, Eligibility Services Technician IV (16-25871).
G. <u>Classification Specifications</u>	
	<ol style="list-style-type: none"> 1. Adopt the revised classification specification for 0182 Accounting & Finance Manager, Public Works. 2. Recommend that the Board of Supervisors establish the classification of 0301, Associate Program Specialist and adopt the classification specification. 3. Adopt the revised classification specification for 3165, Deputy Director of Child Support Services. 4. Revise and retitle 8158, Fire Department Mechanic to 8158 Fire Department Mechanic II and adopt the revised classification specification. 5. Adopt the revised classification specification for 8137, Firefighter Recruit. 6. Adopt the revised classification specification for 8723, Senior Emergency Services Coordinator. 7. Adopt the revised classification specification for 9286, Senior Telecommunications Technician. 8. Revise and retitle 8756, Sheriff's Fleet Services Technician to 8756, Sheriff's Fleet Services Coordinator and adopt the revised classification specification.