



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, May 11, 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 APRIL 27, 2016 AS MAILED.

III. APPROVE CONSENT MATTERS - Pages 2 - 6

IV. COMMUNICATION(S) No Actions

V. APPEALS (Non-Disciplinary Matters) No Actions

VI. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Three cases)
2. **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

1. Correspondence from County Counsel and Appellant, a settlement agreement has been reached for Case No. 2016-01; OAH No. 2016030445. Remove from calendar.
2. Correspondence from Erin Dervin, Attorney for Mastagni Holstedt, requesting an appeal hearing for Case No. 2016-12. Set for hearing.

B. Reinstatement Request(s)

Anastasia Eresman, Deputy Sheriff's Recruit, Sheriff's Office
Jesika Grubaugh, Sheriff's Technician, Sheriff's Office
Dominic Salvo, Deputy Sheriff's Recruit, Sheriff's Office
John Provost, Information Systems Technician II, Health Care Services Agency
Jillian Jemaa, Eligibility Services Technician I, Social Services Agency
Ragina Watson, Specialist Clerk I, Social Services Agency

C. Voluntary Demotion(s)

Crystal Chung, Eligibility Services Technician I to Clerk II, Social Services Agency

D. Examination Actions – for CSC Meeting of May 11, 2016

Order on 4/25/16 open-assembled examinations:

Economic Development Analyst, LDF 5/20/16

Economic Development Analyst II, LDF 5/20/16

Order on 4/27/16 open-assembled examinations:

Division Director, Public Health, LDF 5/23/16

Order on 5/4/16 open-assembled examinations:

Senior Auditor, LDF 5/31/16

Order on 5/25/16 open-assembled examinations:

Information Systems Coordinator, LDF 6/20/16

Reopen on 4/22/16 Continuous examination:

Microbiologist, LDF 5/16/16

Reinstate eligible lists:

Sheriff's Technician II, #13-8755-01, terminate on 5/31/16

Financial Services Specialist II, #14-0214-01, terminate on 10/28/16

Miscellaneous:

Change Microbiologist, exam #15-5606-01, from an assembled examination to a continuous examination effective 12/31/15.

III. CONSENT MATTERS

E. Eligible Lists

Create, approve and order promulgated:

1. Assistant Public Guardian-Conservator, #15-8509-01
2. Chief Environmental Health, #16-5657-01
3. Clinical Psychologist (Homeless), #15-6316-02
4. Elections Technician, #16-1282-01
5. Fire Dispatcher Trainee, #15-8209-01
6. Program Specialist, #15-0305-14
7. Senior Program Specialist (Homeless), #15-0307-01
8. Youth and Family Services Lead Therapist, #16-6499-01
9. Deputy Director, General Services Agency (Procurement & Transportation Services), #15-0194-02.

F. Classification Recommendations

Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 1091, Retired Annuitant II to 0315, Health Care Program Administrator II (16-25211). 2. Reallocate one position of 0307, Senior Program Specialist to 0308, Supervising Program Specialist (MCAH Option) (16-25391). 3. Reallocate one position of 5085, Division Director, Public Health to 5788, Director, Emergency Medical Services District (16-26094). 4. Reallocate one position of 1091, Retired Annuitant II to 6515, Clinical Review Specialist (16-26101).
Human Resource Services	<ol style="list-style-type: none"> 5. Reallocate two positions of 0610N, Professional Technical Specialist I Services-As-Needed (TAPN) to 0200N, Administrative Special Services-As-Needed (TAP) (16-25414). 6. Reallocate three positions of 0611N, Professional Technical Specialist II Services-As-Needed (TAPN) to 0200N, Administrative Specialist Services-As-Needed (TAP) (16-25415).
Probation	<ol style="list-style-type: none"> 7. Reallocate one position of 1090, Retired Annuitant I to 6126, Division Director (16-25974).
Public Defender	<ol style="list-style-type: none"> 8. Reallocate one position of 1124, Lead Clerk to 1129, Specialist Clerk II (16-26186).

III. CONSENT MATTERS

F. Classification Recommendations

Department:	Re:
Social Services Agency	<ol style="list-style-type: none"> 9. Reallocate two positions of 1472, Eligibility Technician III to 1573, Eligibility Services Technician IV (16-24879). 10. Reallocate one position of 6282, Child Care Worker II to 6745, Child Welfare Worker II (16-25977). 11. Reallocate two positions of 6745P, Child Welfare Worker II (Project) to 6745, Child Welfare Worker II (16-25978). 12. Reallocate seven positions of 6745P, Child Welfare Worker II (Project) to 6745, Child Welfare Worker II (16-25979). 13. Reallocate one position of 6990N, Transportation Worker Services-As-Needed to 6990, Transportation Worker (16-25980). 14. Reallocate two positions of 6750P, Child Welfare Supervisor (Project) to 6750, Child Welfare Supervisor (16-25981). 15. Reallocate one position of 1120, Clerk II to 6787, Career Development Specialist I (16-25983). 16. Reallocate one position of 1120, Clerk II to 6787, Career Development Specialist I (16-25984). 17. Reallocate one position of 6784, Employment Counselor to 6787, Career Development Specialist I (16-25985). 18. Reallocate one position of 6787P, Career Development Spec I (Project) to 6787, Career Development Specialist I (16-25986). 19. Reallocate one position of 6785, Gain Employment Counselor Supervisor to 6730, Social Work Supervisor (16-25987). 20. Reallocate one position of 1090, Retired Annuitant I to 6720, Social Worker III (16-25988). 21. Reallocate one position of 1090, Retired Annuitant I to 6720, Social Worker III (16-25989).

III. CONSENT MATTERS

F. Classification Recommendations

Department:	Re:
Social Services Agency	<ol style="list-style-type: none"> 22. Reallocate four positions of 1091, Retired Annuitant II to 6720, Social Worker III (16-25990). 23. Reallocate one position of 1091, Retired Annuitant II to 6720, Social Worker III (16-25991). 24. Reallocate one position of 6784, Employment Counselor to 1138, Supervising Clerk I (16-25992). 25. Reallocate one position of 1572, Eligibility Services Technician III to 1573, Eligibility Services Technician IV (16-26058). 26. Reallocate one position of 1128, Specialist Clerk I to 0305, Program Specialist (16-26098). 27. Reallocate one position of 0206, Management Analyst to 6045, Social Services Program Manager (16-26102).

G. Specialty Designations

Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove the specialty designation for one position #311039, job code 0315, Health Care Program Administrator II, (Nutrition Specialty), effective 5/22/16. 2. Remove the specialty designation for one position #310658, job code 6510, Behavioral Health Clinician II, (Criminal Justice Specialty), effective 5/22/16. 3. Approve the specialty designation for one position #401479, job code 0305, Program Specialist, (Substance Use Disorder/Criminal Justice), effective 5/22/16.

III. CONSENT MATTERS

H. Classification Specifications

1. Adopt the revised classification specification for 6643, Clinical Case Manager, Center for Healthy Schools & Communities (CHSC).
2. Adopt the revised classification specification for 5681, Director, Environmental Health.
3. Adopt the revised classification specification for 6646, Senior Clinical Case Manager, Center for Healthy Schools & Communities (CHSC).
4. Recommend that the Board of Supervisors establish the classification of 1279, Supervising Elections Technician and adopt the classification specification.
5. Revise and retitle 1280, Supervising Registration/Election Technician to 1280 Elections Division Manager and adopt the revised classification specification.