



# **A G E N D A**

## **ALAMEDA COUNTY**

### **CIVIL SERVICE COMMISSION**

**Wednesday, July 19, 2017, 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

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

**I. CALL TO ORDER**

**II. APPROVE THE MINUTES OF JULY 5, 2017 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. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2017-01– OAH No. 2017020278 (Probation).
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (Three cases)
3. **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. Amare Haileselassie, Agricultural and Standards Aide Services-As-Needed, Community Development Agency
2. Katherine Martinez, Administrative Specialist II, Retirement Department

##### B. Voluntary Demotion(s)

1. Rachele Reposa, Social Worker Supervisor to Social Worker III, Social Services Agency

##### C. Examination Actions – for CSC Meeting of July 19, 2017

Order on 7/5/17 promotional-assembled examination:

1. Human Resource Validation Processor, LDF 7/31/17

Order on 6/19/17 open-assembled examination:

2. Janitor, LDF 7/14/17

Order on 6/23/17 open-assembled examination:

3. Specialist Clerk I, LDF 7/18/17

Order on 7/5/17 open-assembled examination:

4. Real Estate Projects Manager, LDF 7/31/17

Order on 7/7/17 open-assembled examination:

5. Registered Nurse IV (Public Health Nurse), LDF 8/1/17

Order on 7/10/17 open-assembled examination:

6. Facilities Manager, LDF 8/4/17
7. Heavy Equipment Operator, LDF 8/14/17

Terminate eligible lists:

8. Deputy Director, General Services Agency (Capital Programs), #16-0194-01

Reinstate eligible lists:

9. Career Development Specialist I, #16-6787-01, terminate on 10/9/17
10. Food Service Worker, #16-7510-01, terminate on 10/7/17

Extend eligible lists:

11. Information Systems Analyst, #15-0419-01, terminate on 10/6/17
12. Information Systems Manager, #16-0420-01, terminate on 2/9/18

**IV. CONSENT MATTERS**

**D. Eligible Lists**

Create, approve and order promulgated:

1. Administrative Secretary, #17-1227-01
2. Adult Protective Services Worker II, #17-6765-01
3. Assessment Supervisor II (Promotional), #17-2851-01
4. Assistant Chief Therapist, #16-5873-01
5. Medical Records Technician, #16-1460-01
6. Park Maintenance Worker, Hayward Area Recreation District, #17-1136h-01
7. Registered Environmental Health Specialist, #17-5665-01
8. Senior Accountant, #17-0138-01
9. Supervising Program Specialist (Sexually Transmitted Disease Option), #16-0308-01

**E. Classification Recommendations**

<b>Department:</b>	<b>Re:</b>
County Counsel	1. Reallocate one position of 3230P, Deputy County Counsel Project to 3220, Associate County Counsel (18-29907).
Health Care Services Agency	2. Reallocate one position of 0460, Departmental Personnel Officer I to 1125, Payroll Records Clerk (17-29836).
Sheriff's Office	3. Reallocate one position of 0277, Human Resources Support Supervisor to 0459, Departmental Personnel Officer Trainee (17-29800). 4. Reallocate one position of 1128, Specialist Clerk I to 1129, Specialist Clerk II (17-29840).
Social Services Agency	5. Allocate one additional position of 1128, Specialist Clerk I (17-29568).

**F. Specialty Designations**

<b>Department:</b>	<b>Re:</b>
Health Care Services Agency	1. Remove the specialty designation for one position #310375, job code 5770, Public Health Investigator, (AIDS Specialty), effective 7/30/17.

<b>IV. CONSENT MATTERS</b>	
<b>F. <u>Specialty Designations</u> -continued</b>	
<b>Department:</b>	<b>Re:</b>
Information Technology Department	<ol style="list-style-type: none"> <li>2. Remove the specialty designation for one position #311738, job code 0418, Technical Support Analyst, (Applications Development &amp; Support Specialty), effective 7/30/17.</li> <li>3. Remove the specialty designation for one position #307059, job code 1836, Infrastructure Services Engineer, (Database Administration Specialty), effective 7/30/17.</li> <li>4. Remove the specialty designation for one position #307021, job code 1867, Application Systems Engineer II (Applications Development &amp; Support Specialty), effective 7/30/17.</li> <li>5. Remove the specialty designation for four positions #306896, 307012, 307110, 308052, job code 1867, Application Systems Engineer II (Database Administration Specialty), effective 7/30/17.</li> </ol>
<b>G. <u>Classification Specifications</u></b>	
	<ol style="list-style-type: none"> <li>1. Recommend that the Board of Supervisors establish the classification of 8587, Director of Professional Standards, Probation and adopt the classification specification.</li> <li>2. Recommend that the Board of Supervisors establish the classification of 8586, Supervisor of Professional Standards, Probation and adopt the classification specification.</li> <li>3. Recommend that the Board of Supervisors establish the classification of 6073 - Finance and Contracts Director, Probation Department and adopt the classification specification.</li> </ol>