



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, July 31, 2019, 4:00 P.M.

Lakeside Plaza Building - 1401 Lakeside Drive, Room 201, Oakland, 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 JULY 17, 2019 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 Employment pursuant to Government Code §54957:
job code 1529, Auditor-Controller Agency
2. Public Employment pursuant to Government Code §54957:
job code 9616, Public Works Agency
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Two cases)
4. **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. Jeannina Esparza, Secretary II, Health Care Services Agency
2. Tracee Johnson, Eligibility Services Technician III, Social Services Agency
3. Wei Zhang, Auditor-Appraiser III, Assessor Office

B. Voluntary Demotion(s)

1. Brittney Gittens, Supervising Clerk II to Eligibility Services Technician III, Social Services Agency
2. Alexandria Gutierrez, Vector Control Biologist to Registered Environmental Health Specialist Trainee, Health Care Services Agency
3. Nathan Rose, Field Maintenance Supervisor to Public Works Inspector III, Facilities, Public Works Agency
4. Josephine Zaraspe, Secretary I to Specialist Clerk I, Social Services Agency

C. Examination Actions – for CSC Meeting of July 31, 2019

Order on 7/8/19 open-assembled examination:

1. Capital Program Manager, LDF 8/5/19

Order on 7/11/19 open-assembled examination:

2. Principal Administrative Analyst, LDF 8/5/19

Order on 7/12/19 open-assembled examination:

3. Deputy Public Guardian Conservator/Investigator, LDF 8/5/19

Order on 7/19/19 open-assembled examinations:

4. Deputy Chief Probation Officer, LDF 8/12/19
5. Deputy Probation Officer II, LDF 8/12/19
6. Deputy Probation Officer III, LDF 8/12/19
7. Division Director, LDF 8/12/19

Order on 7/22/19 open-assembled examination:

8. Healthy Housing Rehabilitation Technician, LDF 8/15/19

Order on 7/29/19 open-assembled examination:

9. Healthy Housing Rehabilitation Specialist II, LDF 8/22/19

Order on 7/10/19 open-continuous examination:

10. Senior Land Surveyor

Reopen on 7/16/19 continuous examination:

11. Financial Analyst, Zone 7, LDF 8/9/19

Reopen on 7/17/19 continuous examination:

12. Senior Family Support Case Manager, LDF 8/14/19

Extend eligible lists:

13. Electrician, #17-9230-01, terminate on 2/15/20
14. Plant Mechanic, Zone 7, #18-4988-01, terminate on 12/31/19

IV. CONSENT MATTERS

C. Examination Actions – for CSC Meeting of July 31, 2019 - continued

15. Designate the Hazardous Materials Specialist (Local Oversight Program), #19-5650-01 as an alternate list for Environmental Health Technician (Local Oversight Program).

Miscellaneous:

16. Cancel the Energy Management Technician, exam #19-9686-01 effective 7/5/19.
17. Extend the last day for filing for the Senior Project Manager, General Services Agency, exam #18-9701-01, from 7/15/19 to 7/29/19.
18. Change the Financial Analyst, Zone 7, exam #19-4929-01, from an assembled exam to a continuous exam effective 6/12/19.
19. Extend the last day for filing for Probation Community Re-entry and Outreach Director, exam #19-6033-01, from 7/22/19 to 8/5/19.
20. Change the Senior Family Support Case Manager, exam #18-6708-01, from an assembled examination to a continuous exam effective 4/5/19.

D. Eligible Lists

Create, approve and order promulgated:

1. Associate Right of Way Agent, #19-2515-01
2. Disability Programs Technician, #19-0464-01
3. Hazardous Materials Specialist (Certified Unified Program Agency Specialty) (Promotional), #19-5650-02
4. Supervising Hazardous Materials Specialist (Certified Unified Program Agency Specialty), #19-5656-01
5. Youth and Family Services Therapist, #18-6498-01

E. Classification Recommendations

Department:	Re:
General Services Agency	1. Reallocate one position of 9701, Senior Project Manager, General Services Agency to 2218, Capital Program Manager (#19-33300).
Health Care Services Agency	2. Allocate one additional position of 1129, Specialist Clerk II (#19-32896).
Human Resource Services	3. Reallocate five positions of 1293N, Administrative Support I, (Services-As-Needed), TAP to 1095, Program Worker, SEIU Represented (#19-33120).

IV. CONSENT MATTERS	
F. <u>Classification Specifications</u>	
Unrepresented - Management	<ol style="list-style-type: none">1. Adopt the revised classification specification 5149, Chief Forensic Pathologist.2. Adopt the revised classification specification 0318, Developmental Disabilities Coordinator.