



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, September 25, 2019, 4:00 P.M.

Lakeside Plaza Building

1401 Lakeside Drive, Room 201

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 SEPTEMBER 11, 2019 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 - 5

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters)

1. From the Human Resource Services Staff in response to Kai Lin's appeal of Minimum Qualification determination for the Financial Services Specialist II Recruitment.
2. From the Human Resource Services Staff in response to Yanna Chen's appeal of Minimum Qualification determination for the Financial Services Specialist II Recruitment.

VII. 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

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. For Appeal Hearing Case No. 2019-01, OAH Case No. 2019060674, both parties have reached a settlement agreement. Remove from hearing calendar.
2. Correspondence from Will M. Yamada, Attorney with Tribuiano & Yamada, LLP, requesting an appeal hearing for Case No. 2019-09. Set for hearing.

B. Reinstatement Request(s)

1. Ruchi A Chokshi, Accounting Specialist I, Social Services Agency
2. Tavoris Crosby, Eligibility Support Clerk, Social Services Agency
3. Laura Briseno Lozano, Senior Accountant, Social Services Agency
4. Oscar Ortiz-Turcios, Appraiser III, Assessor Office
5. Emma Oto, Auditor Associate II, Auditor-Controller
6. Rochanda Wellington, Eligibility Support Clerk, Social Services Agency

C. Examination Actions – for CSC Meeting of September 25, 2019

Order on 8/9/19 open-assembled examination:

1. Chief Deputy of Operations, General Services Agency, LDF 9/3/19

Order on 9/10/19 open-assembled examination:

2. Information Systems Manager, LDF 10/4/19
3. Psychiatric Mental Health Nurse Practitioner, LDF 10/7/19

Order on 9/11/19 open-assembled examination:

4. Appraiser I, LDF 10/7/19

Order on 9/12/19 open-assembled examination:

5. Environmental Health Maintenance Worker, LDF 10/7/19

Order on 9/16/19 open-assembled examination:

6. Housing and Community Development Specialist I, LDF 10/10/19

Order on 9/18/19 open-assembled examination:

7. Quality Assurance Administrator, LDF 10/14/19

Order on 9/20/19 open-assembled examination:

8. Treasurer-Tax Collector's Specialist I, LDF 10/14/19

Reopen on 8/8/19 continuous examination:

9. Emergency Services Dispatcher I, LDF 9/3/19

Reopen on 8/13/19 continuous examination:

10. Welfare Investigator II, LDF 9/17/19

Reopen on 9/16/19 continuous examination:

11. Clinical Review Specialist Supervisor, LDF 10/14/19

Reopen on 9/18/19 continuous examination:

12. Physician III (Psychiatric Specialty), LDF 10/14/19

IV. CONSENT MATTERS

C. Examination Actions – for CSC Meeting of September 25, 2019 - continued

Reinstate eligible lists:

13. Registered Nurse II (Public Health Nurse Option), #17-5305-01, terminate on 12/9/19
14. Supervising Eligibility Technician, #16-1473-01, terminate on 3/3/10

Extend eligible list:

15. Deputy Sheriff's Recruit, #17-8601-01, terminate on 11/6/19
16. Designate the Supervising Program Specialist (Dental Specialty) list, #19-0308-01 as an alternate for Senior Program Specialist (Dental Option)

Miscellaneous:

17. Change Emergency Services Dispatcher I, exam #18-1882-01, from an open-assembled to a continuous exam effective, 4/2/18.
18. Extend the last day for filing for Fire Dispatcher, exam #18-8220-02, from 9/5/19 to 12/5/19.
19. Extend the last day for filing for Water Plant Operator II, zone 7, exam #18-4943-01, from 9/6/19 to 10/7/19.
20. Extend the last day for filing for Departmental Human Resources Officer from 9/9/19 to 9/30/19.
21. Change the Clinical Review Specialist Supervisor, exam #17-6516-01 from an assembled examination to a continuous exam effective 3/23/17.
22. Change the Physician III (Psychiatric Specialty), exam #17-5139-01, from an assembled examination to a continuous exam effective 6/25/18.

D. Eligible Lists

Create, approve and order promulgated:

1. Chief, Environmental Health (Promotional), #18-5657-01
2. Deputy Fire Marshal, #19-8147-01
3. Energy Management Technician (Promotional), #19-9686-02
4. Fire Code Compliance Officer, #19-8135-01
5. Healthy Housing Rehabilitation Specialist II, #19-2956-01
6. Healthy Housing Rehabilitation Technician, #19-2984-01
7. Institutional Supervisor II, #19-6225-01
8. Librarian I, #19-4130-01
9. Program Systems Coordinator, #19-0303-01
10. Programmer I, #19-1821-01
11. Specialist Clerk I, #19-1128-02

IV. CONSENT MATTERS	
E. <u>Classification Recommendations</u>	
Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 9235, Electrician - Lineworker to 1142, Administrative Assistant (20-33840). 2. Reallocate one position of 8350, Construction Inspector to 9698, Environmental Program Manager (20-33882).
Health Care Services Agency	<ol style="list-style-type: none"> 3. Reallocate one position of 0306, Program/Financial Specialist to 0258, Countywide Initiative Program Coordinator (20-33627). 4. Reallocate one position of 0305 Program Specialist to 5056, Assistant Director, Health Care Services Agency (20-33883).
Human Resource Services	<ol style="list-style-type: none"> 5. Reallocate twenty-seven positions of 1294N, Administrative Support II (Services-As-Needed) TAP to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33889). 6. Reallocate one position of 0200N, Administrative Specialist Services-As-Needed TAP to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33890). 7. Reallocate eighty-one positions of 0611N, Professional Tec Specialist II Services-As-Needed TAPN to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33891). 8. Reallocate eighty-eight positions of 0610N, Professional Technical Specialist I Services-As-Needed TAPN to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33892).
Information Technology	<ol style="list-style-type: none"> 9. Reallocate one position of 0416, Information Systems Specialist to 1828, Infrastructure Services Technician (20-33457). 10. Reallocate one position of 1836, Infrastructure Services Engineer to 1828, Infrastructure Services Technician (20-33817).

IV. CONSENT MATTERS	
E. <u>Classification Recommendations</u>	
Department:	Re:
Information Technology	11. Reallocate one position of 0215, Senior Financial Services Specialist to 0219, Administrative Specialist II (20-33880).
Registrar of Voters	12. Reallocate one position of 0411, Information Systems Technician II to 1280, Elections Division Manager (20-33682).
Social Services Agency	13. Reallocate one position of 1120, Clerk II to 1128, Specialist Clerk I (19-32733). 14. Reallocate one position of 1091, Retired Annuitant II to 6796, Staff Development Specialist (19-32965).
F. <u>Specialty Designations</u>	
Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for one position #310451, job code 6510, Behavioral Health Clinician II, (Medicare Enrollment Specialty), effective 10/6/19. 2. Remove the specialty designation for one position #401040, job code 6492, Mental Health Specialist II, (Forensic and Spanish-Speaking Specialty), effective 10/6/19.
G. <u>Classification Specifications</u>	
SEIU 1021	1. Adopt the revised classification specification for 1133, Service Support Specialist.