

Meeting Date: March 5, 2025

TO: Alameda County Civil Service Commission
FROM: Rudy Esparza, Personnel Services Program Manager
SUBJECT: **Abolish 12 Classifications**

Approved for submission to
Civil Service Commission:

DocuSigned by:


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Margarita Zamora, Secretary to
the Civil Service Commission

RECOMMENDATION

Submit a recommendation to the Board of Supervisors to abolish 12 unused/obsolete classifications.

CURRENT SITUATION

There are over 1400 classifications in the County of Alameda's classification plan; 12 classifications are recommended for abolition.

BACKGROUND

The County of Alameda ("County") Charter Section 36. (a) governs the County's civil service personnel system. Moreover, Civil Service Rule 1200 (Authority) provides that *"it shall be the duty of the Commission to provide for the classification of all positions in the classified service..."* and *"each classification action of the Commission shall be submitted to the Board of Supervisors and shall become effective upon approval by said Board."*

The Human Resource Services Department conducted an internal review of long-term vacant classifications, many of which have not been used in over a decade. Of the 12 classifications listed, three (3) are Unrepresented Services-as-Needed ("SAN") classifications. The remaining nine (9) listed are represented by the County of Alameda Building and Construction Trades Council ("BTC"). The twelve (12) classifications listed are recommended for abolishment because they are 1) no longer used, 2) the respective agency will not use the classification in the foreseeable future, and/or 3) the classification belonged to a classification series that has since been reclassified. Staff discussed the matter with the respective agency and received concurrence to abolish the classifications as listed in the attachment. Recently, the County reached an agreement with BTC to abolish the nine (9) obsolete classifications during negotiations on a successor Memorandum of Understanding ("MOU"). Please note that all nine (9) classifications were agreed upon during MOU negotiations with BTC. Therefore, there was no need to offer to meet and confer with the employee organizations regarding the abolishment of said classifications

RECOMMENDATION

Based on the completion of the internal review process, I am recommending the abolition of the 12 unused/obsolete classifications as listed in Attachment 1, and upon approval by your Commission, staff will submit an action to the Board of Supervisors for final approval in accordance with Charter Section 36. (a).

Attachment 1: Unused/Obsolete Classifications

c: Sam Gee, Human Resource Services Division Manager, Personnel
Connie Arana, Business Analyst
Michi Yoshii, Interim Labor Relations Manager

Unused/Obsolete Classifications

Job Code	Classification Title	Employee Organization	Agency/ Department	Agency/ Department Concurred Date	Employee Organization Notified Date
1853	Pre-Press Technician	BTC	GSA	Per MOU Negotiations	11/19/24
1858	Offset Equipment Operator, Trainee	BTC	GSA	Per MOU Negotiations	11/19/24
1860	Offset Equipment Operator	BTC	GSA	Per MOU Negotiations	11/19/24
1860N	Offset Equipment Operator Services as Needed	UNREP	GSA	Per MOU Negotiations	N/A
1862	Senior Offset Equipment Operator	BTC	GSA	Per MOU Negotiations	11/19/24
9206	Bindery Worker Trainee	BTC	GSA	Per MOU Negotiations	11/19/24
9206N	Bindery Worker Trainee Services as Needed	UNREP	GSA	Per MOU Negotiations	N/A
9207	Bindery Worker	BTC	GSA	Per MOU Negotiations	11/19/24
9207N	Bindery Worker Services as Needed	UNREP	GSA	Per MOU Negotiations	N/A
9210	Senior Bindery Worker	BTC	GSA	Per MOU Negotiations	11/19/24
9470	Blacksmith Welder	BTC	GSA	Per MOU Negotiations	11/19/24
9660	Boiler Room Operator	BTC	GSA	Per MOU Negotiations	11/19/24