



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, May 6, 2020, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20, ISSUED ON MARCH 17, 2020, THIS MEETING WILL BE HELD BY TELECONFERENCE ONLY. NO PHYSICAL LOCATION WILL BE AVAILABLE FOR TELECONFERENCE MEETINGS. YOU MAY OBSERVE THE MEETING BY JOINING THE LIVE STREAMING AT <https://zoom.us/j/99403256193>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO Nina.Hinton3@acgov.org PRIOR TO THE BEGINNING OF THE MEETING. SPOKEN PUBLIC COMMENT WILL BE ACCEPTED THROUGH THE TELECONFERENCING MEETING. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND BROWN ACT, THOSE REQUIRING ACCOMODATIONS FOR THE MEETING SHOULD NOTIFY THE COMMISSION SECRETARY AT (510) 272-6435 OR Nina.Hinton3@acgov.org AT LEAST 24 HOURS PRIOR TO THE MEETING. TELECONFERENCING GUIDELINES: MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCING GUIDELINES POSTED ON-LINE AT <http://www.acgov.org/hrs/csc/calendar.htm>.

Commissioner Arlene Lum, President
Commissioner Barbara Luna, Vice-President
Commissioner Dan Chang
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 APRIL 22, 2020 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 3 - 5

V. COMMUNICATION(S)

From the Human Resource Services Staff regarding Abolishing 20 Unused/Obsolete Classifications per Alameda County Charter, Civil Service, Section 36. (a.); and Civil Service Commission Rule 1200, Authority.

STAFF RECOMMENDATION: Submit to Board of Supervisors for Approval.

VI. APPEALS (Non-Disciplinary Matters)

VII. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(One Case)
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. <u>Reinstatement Request(s)</u>	
1. Joselito Villaflor, Program/Financial Specialist, Social Services Agency	
B. <u>Voluntary Demotions</u>	
2. Monica Ha, Emergency Service Dispatcher I to a Legal Process Clerk I, Sheriff's Office	
C. <u>Examination Actions – for CSC Meeting of May 6, 2020</u>	
Open-Assembled Examinations	
Order on 4/16/20	1. Fire Public Affairs Manager, LDF 5/11/20
Order on 4/17/20	2. Information Systems Specialist, LDF 5/11/20
Order on 4/20/20	3. Instrument Technician II, Zone 7, LDF 5/14/20
Continuous Examinations	
Re-open on 4/27/20	4. Psychiatric Mental Health Nurse Practitioner, exam #18-5384-01, LDF 5/22/20
Miscellaneous	5. Extend the last day for filing for Chief Human Resources Administrator, exam #20-0465-01 from 04/17/20 to 05/22/20 6. Extend the last day for filing for Pediatric Physical Therapist, exam #20-5860-01 from 4/21/20 to 6/19/20 7. Extend the last day for filing for Associate Civil Engineer / Professional Geologist, Zone 7, exam #20-4965-01 from 4/30/20 to 5/29/20 8. Extend the last day for filing for Hazardous Materials Specialist CUPA, exam #20-5650-01 from 5/4/20 to 7/1/20 9. Extend the last day for filing for Senior Hazardous Materials Specialist CUPA, exam #20-5655-01 from 3/16/20 to 7/1/20 10. Change Psychiatric Mental Health Nurse Practitioner, exam #18-5384-01, from open assembled to open-continuous effective 9/10/19
D. <u>Eligible Lists</u>	
Create, approve and order promulgated:	
1. Sergeant (Promotional), exam #19-8617-01 2. Collection Supervisor II, exam #20-1430-01 3. Division Commander (Promotional), exam #20-8635-01 4. Water Plant Operator II, Zone 7, exam #20-4943-01 5. Water Plant Operator III, Zone 7, exam #20-4944-01	

IV. CONSENT MATTERS	
E. <u>Classification Recommendations</u>	
Department:	Regarding:
Community Development Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 2952, Deputy Director, Community Development Agency, to 2960, Housing and Community Development Manager (20-35044) 2. Reallocate one position of 2966, Housing and Community Development Specialist III, to 2960 Housing and Community Development Manager (20-35045) 3. Reallocate one position of 2957, Healthy Housing Rehabilitation Specialist III, to 2996, Healthy Homes Community Development Specialist (Project) III (20-35049)
Health Care Services Agency	<ol style="list-style-type: none"> 4. Allocate one additional position of 0305, Program Specialist (20-34019) 5. Reallocate one position of 0305, Program Specialist, to 5665, Environmental Health Specialist (20-35015) 6. Reallocate two positions of 1310, Account Clerk II, to two positions of 1314, Accounting Specialist I (20-35016) 7. Reallocate two positions of 6510, Behavioral Clinician II, to two positions of 6513 Behavioral Health Crisis Intervention Specialist II (20-34968). 8. Reallocate one position of 6510, Behavioral Clinician II, to 6513 Behavioral Health Crisis Intervention Specialist II (20-34969).
Sheriff's Office	<ol style="list-style-type: none"> 9. Reallocate one position of 1212, Transcriptionist, to 8755, Sheriff's Technician (20-35005)
Zone 7	<ol style="list-style-type: none"> 10. Reallocate one position of 4967, Senior Engineer / Geologist, Zone 7, to 4965 Associate Civil Engineer, Zone 7 (20-35024).

IV. CONSENT MATTERS	
F. <u>Specialty Designations</u>	
Department:	Regarding:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Approve the specialty designation for position #310535, job code 6510, Behavioral Health Clinician II, (Spanish Speaking Specialty), effective 5/17/20. 2. Remove the specialty designation for one position #310909, job code 0305, Program Specialist, (Behavioral Health Managed Care Specialty), effective 5/17/20.
Community Development Agency	<ol style="list-style-type: none"> 3. Approve the specialty designation for four positions, job code 6927, Program Services Coordinator, (Homeless Program Specialty), Positions: #402281, #403280, #403283, #403284
G. <u>Classification Specifications</u>	
ACMEA, General Management	<ol style="list-style-type: none"> 1. Recommend the Board of Supervisors establish the classification of 5142, ALL IN Physician, and adopt the classification specification.
Unrepresented Management	<ol style="list-style-type: none"> 2. Recommend the Board of Supervisors establish the classification of 5151, Forensic Pathologist, and adopt the classification specification.
Unrepresented Management	<ol style="list-style-type: none"> 3. Recommend the Board of Supervisors establish the classification of 8561N, Sheriff's Office Pilot – Services As Needed (SAN), and adopt the classification specification.
Unrepresented Management	<ol style="list-style-type: none"> 4. Recommend the Board of Supervisors establish the classification of 8562N, Sheriff's Office Chief Pilot – Services As Needed (SAN), and adopt the classification specification.