



Summary Action Minutes

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

WEDNESDAY MARCH 24, 2021, 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/92205923251>.


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 THE BROWN ACT, THOSE REQUIRING ACCOMMODATIONS 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. CALLED TO ORDER	
II. APPROVED THE MINUTES OF March 10, 2021 AS MAILED.	4-0
III. PUBLIC COMMENTS: Under Classification Recommendation : Agenda Item H., #14, "Reallocate one position of 0465 - Chief Departmental Human Resources Administrator, to 0462 - Departmental Human Resources Manager (21-36665).": Cleveland Prince, Departmental HR Manager, Social Services Agency, expressed concern about approving the transaction until certain internal matters have been resolved.	
IV. APPROVED CONSENT MATTERS - Pages 3 - 5	4-0
V. COMMUNICATION(S):	None
VI. APPEALS (Non-Disciplinary Matters)	None
VII. CLOSED SESSION	
1. Public Employment pursuant to Government Code §54957: Job code 4956, Procurement And Contract Supervisor, Zone 7	3 - Ayes 1 - No
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:	None

<p>3. <u>Conference with Legal Counsel - Existing Litigation:</u> Alameda County Probation Department v. Alameda County Civil Service Commission (Blanson), Superior Court of California, County of Alameda, Case No. RG20063437</p>	
<p>VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</p>	
<p>VII. 1: The Commission voted 3 to 1 (Commissioner Chang in opposition), to deny the appeal and directed staff to draft a letter to Zone 7.</p>	<p>3 - Ayes 1 - No</p>
<p>VII. 3: County Counsel provided information concerning the matter. The Commission took no action at this time.</p>	<p>No Action Taken</p>
<p>IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:</p>	<p>None</p>
<p>X. ADJOURNMENT</p>	<p>4-0</p>

IV. CONSENT MATTERS - APPROVED	
A. <u>Hearing Calendar</u> Correspondence from Appellant, requesting an appeal hearing for Case No. 2021-01. Set for hearing.	
B. <u>Reinstatement Request(s)</u>	
Willdeena Perry, Service Support Specialist, Social Services Agency.	
C. <u>Voluntary Demotions</u>	
Anya Edwards, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office.	
D. <u>Comparable Transfer(s)</u>	
<ol style="list-style-type: none"> 1. Julio Alberto Cornejo, Eligibility Support Clerk, to Service Support Specialist, Social Services Agency. 2. Jonathan Earl Sims, Eligibility Support Clerk, to Service Support Specialist, Social Services Agency. 	
E. <u>Transfer CSC (Rule 1732)</u> - None	
F. <u>Examination Actions – for CSC Meeting of March 24, 2021</u>	
Promotional-Assembled Examinations	
Ordered on 3/12/21	1. Supervising Appeals Officer, LDF 4/5/21.
Open-Assembled Examinations	
Ordered on 2/25/21	2. Clinical Review Specialist, LDF 3/22/21.
Ordered on 2/26/21	3. Administrative/Financial Services Manager, LDF 3/22/21.
 Ordered on 3/3/21 <small>HRS CORRECTED CLASSIFICATION</small>	4. Assistant Controller, LDF 3/29/21.
Ordered on 3/8/21	5. Accounting Supervisor, PWA, LDF 4/2/21.
Ordered on 3/8/21	6. Stationary Engineer, GSA, LDF 4/2/21.
Ordered on 3/10/21	7. Gardener I, GSA, LDF 4/5/21.
Ordered on 3/11/21	8. Vector Control Biologist, LDF 4/5/21.
Re-Open Continuous Examinations	
Reinstate Eligible Lists	
	9. Appraiser I, Exam #19-2610-01, Terminate on 6/11/21.

IV. CONSENT MATTERS - APPROVED	
	10. Eligibility Services Technician IV (Promotional), Exam #17-1573-01, Terminate on 9/15/21.
Miscellaneous	
	11. Extended the last day of filing for Traffic Signal Technician #20-9627-01, from 11/2/20 to 3/8/21.
	12. Extended the last day of filing for Land Surveyor #21-2148-01 from 3/8/21 to 4/5/21.
G. Eligible Lists	
Created Approved and Ordered Promulgated:	
<ol style="list-style-type: none"> 1. Bridge and Pump Supervisor, Exam #20-9521-01. 2. Payroll Records Clerk, Exam #20-1125-01. 3. Social Worker II, Exam #20-6715-01. 	
H. Classification Recommendations	
Department:	Regarding:
Assessor's Office	1. Reallocate one position of 1296N - Clerk Intermittent I SAN, to 1129 - Specialist Clerk II (21-36408).
Board of Supervisors	2. Reallocate one position of 0495 - Supervisor's Assistant, to 0496 - Chief of Staff, Board of Supervisors (21-36631).
County Administrator's Office	3. Reallocate one position of 0270 - Economic Development Analyst II, to 0270P - Economic Development Analyst II Project (21-36666).
Health Care Services Agency	<ol style="list-style-type: none"> 4. Reallocate one position of 1142 - Administrative Assistant, to 5064 - Clinical Case Management Project Manager (21-36398). 5. Reallocate one position of 5799 - Nutrition Assistant II (Spanish Speaking), to 0315 - Health Care Program Administrator II (21-36482).
Probation	<ol style="list-style-type: none"> 6. Reallocate one position of 0206 - Management Analyst, to 0206P - Management Analyst Project (21-36635). 7. Reallocate one position of 1128 - Specialist Clerk I (Female Only), to 1142 - Administrative Assistant (21-36456). 8. Reallocate one position of 1310 - Account Clerk II, to 6076 - Probation Contracts And Grants Administrative Manager (21-36463).

	<p>9. Reallocate one position of 1128 - Specialist Clerk I, to 0214 - Financial Services Specialist II (21-36464).</p> <p>10. Reallocate one position of 1128 - Specialist Clerk I, to 0214 - Financial Services Specialist II (21-36465).</p>
Public Defender's Office	<p>11. Reallocate one position of 3125 - Deputy Public Defender, to 1091 - Retired Annuitant II (21-36663).</p> <p>12. Reallocate one position of 3125 - Deputy Public Defender, to 1091 - Retired Annuitant II (21-36664).</p>
Social Services Agency	<p>13. Reallocate one position 1120 - Clerk II (Imaging Specialty), to 1115 - Clerk I (21-36638).</p> <p>14. Reallocate one position of 0465 - Chief Departmental Human Resources Administrator, to 0462 - Departmental Human Resources Manager (21-36665).</p>

I. Specialty Designations


Health Care Services Agency	<p>1. Remove specialty designation for position #310717, job code 6510 - Behavioral Clinician II, (Developmentally Disabled), effective 4/4/21.</p> <p>2. Remove specialty designation for position #400543, job code 0305 - Program Specialist, (Adult Clinical Specialty), effective 4/4/21.</p> <p>3. Remove specialty designation for position #401103, job code 6645 - School Health Services Administrator, CHSC, (Skilled Medical Professional), effective 4/4/21.</p>
-----------------------------	--

J. Classification Specifications

ACMEA - General Management	<p>1. Adopt the revised classification specification of job code 1540- Deferred Compensation Specialist.</p> <p>2. Adopt the revised classification specification of job code 9525 - Field Maintenance Supervisor.</p>
----------------------------	--

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

 2CC022F934DA404...

 JOE ANGELO, Secretary to Civil Service Commission