



Summary Action Minutes

ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY MAY 19, 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/91425941504>.

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 MAY 5, 2021 AS MAILED.		4-0
III. PUBLIC COMMENTS:		None
IV. APPROVED CONSENT MATTERS - Pages 3 - 6		4-0
V. COMMUNICATION(S):		None
VI. APPEALS (Non-Disciplinary Matters)		None
VII. CLOSED SESSION		None
1. Public Employment pursuant to Government Code §54957:		None
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:		None
3. <u>Conference with Legal Counsel - Existing Litigation:</u>		None
VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:		No Action

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:	None
X. ADJOURNMENT	4-0

IV. CONSENT MATTERS - APPROVED	
A. Hearing Calendar	
1. Correspondence from Attorney Will M. Yamada, with Tribuiano & Yamada, LLP, requesting an appeal hearing for Case No. 2021-04. Set for hearing.	
B. Reinstatement Request(s)	
1. Kristina Foster, Sheriff's Safety Aide, Sheriff's Office.	
C. Voluntary Demotions - None	
D. Comparable Transfer(s) - None	
E. Transfer CSC (Rule 1732) - None	
F. Examination Actions – for CSC Meeting of May 19, 2021	
Open-Assembled Examinations	
Ordered on 4/26/21	1. Public Works Fleet Supervisor, LDF 5/21/21.
Ordered on 4/26/21	2. Specialist Clerk II, LDF 5/20/21.
Ordered on 4/30/21	3. Infrastructure Services Technician, LDF 5/24/21.
Ordered on 4/30/21	4. Secretary II, LDF 5/24/21.
Ordered on 5/4/21	5. Chief Investigator, Public Defender's Office, LDF 5/28/21.
Reinstate Eligible Lists	
	6. Supervising Clerk III (Promotional), Exam #18-1140-01, Terminate on 7/30/21.
	7. Client Advocate (Promotional), Exam #15-6736-01, Terminate on 8/4/21.
	8. Supervising Appraiser II, Exam #19-2625-01, Terminate on 10/30/21.
Miscellaneous	
	9. Extended the last day for filing for Program Specialist (Registered Dietitian, Certified Diabetes Educator, Spanish Speaking), Exam #20-0305-03, from 2/1/21 to 6/4/21.
	10. Extended the last day for filing for Fund Development and Grant Specialist, Exam #21-0310-01 from 5/7/21 to 5/21/21.

IV. CONSENT MATTERS - APPROVED

G. Eligible Lists

Created Approved and Ordered Promulgated:

1. Chief Therapist, Exam #21-5872-01.
2. Child Welfare Worker II, Exam #21-6745-01.
3. Civil Paralegal, Exam #20-1583-01.
4. Family Support Case Manager, Exam #20-6707-01.
5. Fire Department Account Clerk, Exam #20-8160-01.
6. Fire Engineer (Promotional), Exam #20-8143-01.
7. Supervising Appeals Officer (Promotional), Exam #20-6739-01.
8. Traffic Signal Technician, Exam #20-9627-01.
9. Unit Supervisor, Probation, Exam #20-6122-01.

H. Classification Recommendations

Department:	Regarding:
General Services Agency	1. Reallocate one position of 9690 - Facilities Manager, to 9702 - Real Estate Program Manager (21-36792).
Health Care Services Agency	2. Reallocate one position 5801 P, Lactation Specialist Project (Spanish Speaking), to 5519 - Dentist (21-36536). 3. Reallocate one position 5305 - Registered Nurse II (PHN), to 5320, Registered Nurse IV (PHN) (21-36672). 4. Reallocate one position of 5400N - Student Professional Worker N, to 0308 P - Supervising Program Specialist Project (21-36704). 5. Reallocate one position of 5400N - Student Professional Worker N, to 0308 P - Supervising Program Specialist Project (21-36705). 6. Reallocate one position of 5400N - Student Professional Worker N, to 0305 P - Program Specialist Project (21-36706). 7. Reallocate one position 5400N, Student Professional Worker N ₂ to 6707 P, Family Support Case Manager Project (21-36778). 8. Reallocate one position of 5400N - Student Professional Worker N, to 0308 P - Supervising Program Specialist Project (21-36779). 9. Reallocate one position of 5400N - Student Professional Worker N, to 5320 P, Registered Nurse IV Project (21-36780).

IV. CONSENT MATTERS - APPROVED	
	<p>10. Reallocate one position of 5400N - Student Professional Worker N, to 5320 P - Registered Nurse IV Project (21-36781).</p> <p>11. Reallocate one position of 6927 P - Program Services Coordinator Project (Youth Development), to 1120 - Clerk II (Spanish Speaking) (21-36785).</p> <p>12. Allocate one additional position of 6527 - Behavioral Health Clinical Manager (21-36843).</p> <p>13. Allocate five additional positions of 6525 - Behavioral Health Clinical Supervisor (21-36844).</p> <p>14. Allocate five additional positions of 5139 - Physician III (21-36845).</p> <p>15. Allocate twenty additional positions of 6510 - Behavioral Clinician II (21-36846).</p> <p>16. Allocate five additional positions of 6491 – Mental Health Specialist II (21-36847).</p> <p>17. Allocate one additional position of 1142 – Administrative Assistant (21-36848).</p> <p>18. Allocate one additional position of 1138 – Supervising Clerk I (21-36849).</p> <p>19. Allocate four additional positions of 1129 – Specialist Clerk II (21-36850).</p> <p>20. Reallocate one position of 1129 - Specialist Clerk II (Spanish Speaking), to 1142 - Administrative Assistant (Spanish Speaking) (21-36912).</p>
Probation	21. Reallocate one position of 0419 - Information Systems Analyst, to 0217 - Financial Services Officer (21-37031).
Public Defender	22. Reallocate one position of 1090 - Retired Annuitant I, to 1091, Retired Annuitant II (21-37037).
Sheriff's Office	<p>23. Reallocate one position of 1093 - Retired Annuitant – Safety II, to 1091 - Retired Annuitant II (21-36991).</p> <p>24. Reallocate one position of 1093 - Retired Annuitant – Safety II, to 1091 - Retired Annuitant II (21-36992).</p> <p>25. Reallocate one position of 1093 - Retired Annuitant – Safety II, to 1091 - Retired Annuitant II (21-36993).</p>
Social Services Agency	26. Reallocate one position of 1115 - Clerk I, to 1120 - Clerk II (21-36799).

IV. CONSENT MATTERS - APPROVED


I. Specialty Designations

	<ol style="list-style-type: none">1. Remove specialty designation for position #310091, job code 5141, Physician IV, (Communicable Disease), effective 5/29/21.2. Approve specialty designation for position #310091, job code 5141, Physician IV, (Communicable Disease Prgm Adm), effective 5/30/21.3. Remove specialty designation for position #310705, job code 6640 - Rehabilitation Counselor II (Criminal Justice), effective 5/30/21.4. Approve specialty designation for position #311212, job code 6510 - Behavioral Clinician II (Homeless Program Specialty), effective 5/30/21.5. Remove specialty designation for position #401057, job code 6510 - Behavioral Clinician II (Spanish Speaking), effective 5/30/21.6. Remove specialty designation for position #402525, job code 0305 - Program Specialist (Adult Clinical Specialty) effective 5/30/21.
Library Services	<ol style="list-style-type: none">7. Approve specialty designation for position #311579, job code 4120 - Library Technician (Spanish Speaking), effective 5/29/21.8. Approve specialty designation for position #311590, job code 4120 - Library Technician (Spanish Speaking), effective 5/29/21.

J. Classification Specifications - None

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

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JOE ANGELO, Secretary to Civil Service Commission