



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY JULY 14, 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/94184087899>. 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 JUNE 30, 2021, AS MAILED.	3-0 1 Abstention
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	
1. REPORT AND RECOMMENDATION(S): Public Employee Discipline/Dismissal/Release – Reconsideration of Report and Recommendation: Case No. 2019-07 - OAH Case No. 2019071164; Superior Court Case No. RG20063437 (Probation Department).	4-0
2. Public Employment pursuant to Government Code §54957:	None
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:	None

<p>4. <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>Regarding Item VII.1: After giving individual notice to the parties, and reviewing the Written and Responsive Comments submitted, the Commission voted unanimously to Adopt the Findings of Fact and Conclusions of Law of the Administrative Law Judge, and to Sustain the Recommended Discipline.</p>	<p>4-0</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. Hearing Calendar - None		
B. Reinstatement Request(s)		
1. Christopher Dugay, Financial Services Specialist I, Probation. 2. Ericka A. Engel, Specialist Clerk II, Social Services Agency. 3. Teza Navidad, Eligibility Support Clerk, Social Services Agency.		
C. Voluntary Demotions - None		
D. Comparable Transfer(s) - None		
E. Transfer CSC (Rule 1732) - None		
F. Examination Actions – for CSC Meeting of July 14, 2021		
Promotional-Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
6/25/21	1. Sustainability Program Manager (Promotional)	7/19/21
6/30/21	2. Departmental Human Resources Officer (Promotional)	7/26/21
6/30/21	3. Lieutenant (Promotional)	7/26/21
7/9/21	4. Chief, Environmental Health CUPA (Promotional)	8/5/21
Open-Assembled Examinations		
Open Date	Examination Title	LDF
7/2/20	5. Auto Mechanic	7/26/21
6/18/21	6. Institutional Supervisor I	7/12/21
6/18/21	7. Library Technician	7/12/21
6/21/21	8. Laborer	7/15/21
6/25/21	9. Child Support Specialist III	7/19/21
6/25/21	10. Departmental Communications Manager	7/19/21
6/29/21	11. Public Works Technical Assistant I	7/27/21
6/30/21	12. Division Director	7/26/21
7/2/21	13. Accounting Specialist II	7/27/21
7/2/21	14. Supervising Therapist	7/27/21
7/7/21	15. Planner I	8/2/21

IV. CONSENT MATTERS - APPROVED		
7/7/21	16. Senior Financial Services Specialist	8/3/21
Open-Continuous Examinations		
Open Date	Examination Title	LDF
6/29/21	17. Supervising Civil Engineer	Continuous
Re-Open-Continuous Examinations		
Open Date	Examination Title	LDF
6/25/21	18. Labor Relations Analyst II	7/2/21
Terminate Eligible Lists		
	19. Auditor-Associate I, Exam #20-1527-01, Effective 7/14/21.	
Reinstate Eligible Lists		
	20. Veterans Service Officer, Exam #18-1474-01, Terminate on 12/30/21.	
Extend Eligible Lists		
	21. Assistant Public Defender, Exam #18-3126-01, Terminate on 8/31/21.	
	22. Labor Relations Analyst II, Exam #20-0284-01, Terminate on 1/29/22.	
Order Eligible List Designated Alternative List		
<p>23. Designate the Labor Relations Analyst II (Exam #20-0284-01), as an alternate list for Labor Relations Analyst I, job code 0283.</p> <p>24. Designate the Division Director BHCS (Exam #20-5094-01), as an alternate list for Supervising Program Specialist, job code 0308.</p> <p>25. Designate the Program/Financial Specialist (Exam#19-0306- 01), as an alternate list for Senior Financial Services Specialist, job code 0215.</p>		
Miscellaneous		
26. Change the Labor Relations Analyst II, Exam #20-0284-01, from an Assembled Exam to a Continuous Exam, effective 4/15/20.		
G. Eligible Lists		
Created Approved and Ordered Promulgated:		
<ol style="list-style-type: none"> Accountant HARD, Exam #21-1190H-01. Accounting Supervisor, PWA, Exam #21-9672-01. 		

IV. CONSENT MATTERS - APPROVED	
3. Adult Protective Services Worker II, Exam #21-6765-01. 4. Chief Investigator, Public Defender's Office, Exam #21-8585-01. 5. Environmental Health Technician, Exam #20-5649-01. 6. Firefighter Recruit, Exam #21-8137-01. 7. Forensic Pathologist, Exam #21-5151-02. 8. Hazardous Materials Specialist (Household Hazardous Waste) Promotional, Exam #21-5650-02.	
H. <u>Classification Recommendations</u>	
Department	Regarding:
Child Support Services	1. Reallocate one position of 1403 - Child Support Specialist III, to 21-37033 6796 - Staff Development Specialist.
Health Care Services Agency	2. Allocate one additional position of 5091 – Adult/Older Adult System of Care Director, BHCS. 20-35252 3. Reallocate one position of 5305 P - Registered Nurse II Project, to 21-36784 5315 P - Registered Nurse III Project. 4. Reallocate one position of 6706 - Family Support Care Coordinator, to 21-37088 6707 - Family Support Case Manager (Spanish Speaking). 5. Reallocate one position of 1126 - Medical Clerk, to 21-37140 0219 - Administrative Specialist II. 6. Reallocate one position of 0207 - Senior Management Analyst, to 21-37169 0462 - Departmental Human Resources Manager. 7. Reallocate one position of 5064 - Clinical Case Management Project Manager, to 21-37191 5064 P - Clinical Case Management Project Manager Project. 8. Reallocate one position of 6927 - Program Services Coordinator, to 21-37230 6927 P - Program Services Coordinator Project.
Human Resource Services	9. Reallocate one position of 0460 - Departmental Human Resources Officer, to 21-37307 0462 - Departmental Human Resources Manager.
Social Services Agency	10. Reallocate one position of 0219 - Administrative Specialist II, to 21-36486 0206 - Management Analyst.

IV. CONSENT MATTERS - APPROVED

I. Specialty Designations

<p>Health Care Services Agency</p>	<ol style="list-style-type: none"> 1. Approve specialty designation for position #310335 Job Code 0219 P - Administrative Specialist II Project (COVID) Effective 7/25/21. 2. Remove specialty designation for position #311135 Job Code 0305 - Program Specialist (Dietitian&Diab Ed&Spanish Spkg), Effective 7/24/21. 3. Approve specialty designation for position #311135 Job Code 0305 - Program Specialist (Nutrition Specialty) Effective 7/25/21. 4. Remove specialty designation for position #311170 Job Code 0305 - Program Specialist (Reg Dietitian&Cert Diabetes Ed), Effective 7/24/21. 5. Approve specialty designation for position #311170 Job Code 0305 - Program Specialist (Nutrition Specialty) Effective 7/25/21. 6. Approve specialty designation for position #402420 Job Code 0315 P - Health Care Program Administrator II Project (Communicable Disease Prgm Admi) Effective 7/25/21. 7. Approve specialty designation for position #403610 Job Code 6927 - Program Services Coordinator (Emergency Medical Srvs Opt) Effective 7/25/21.
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J. Classification Specifications

<p>BTC – Zone 7 Crafts and Trades</p>	<ol style="list-style-type: none"> 1. Adopt the revised classification specification of job code 4983 – Construction Maintenance Laborer, Zone 7.
<p>SEIU 1021</p>	<ol style="list-style-type: none"> 2. Adopt the revised classification specification of job code 4942/4943/4944 – Water Plant Operator I/II/III, Zone 7.
<p>SEIU 1021</p>	<ol style="list-style-type: none"> 3. Recommend that the Board of Supervisors establish the classification of job code 4968 – Senior Water Resources Planner, Zone 7, and adopt the classification specification.

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:



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JOE ANGELO, Secretary to Civil Service Commission