



**Agenda**  
**ALAMEDA COUNTY**  
**CIVIL SERVICE COMMISSION**

WEDNESDAY, MAY 4, 2022, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

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://us06web.zoom.us/j/86531504987>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO [Nina.Hinton3@acgov.org](mailto: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](mailto: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 Ross Peterson  
 Commissioner Julie Yim

Joe Angelo, Secretary to  
 Civil Service Commission  
 Andrea Weddle,  
 Chief Assistant County Counsel

<b>I. CALL TO ORDER</b>	
<b>II. REMOTE MEETINGS (AB 361):</b> Civil Service Commission to Receive Oral Staff Report Regarding AB 361 and to Adopt Findings for Continued Teleconference Meetings	
<b>III. APPROVE THE MINUTES OF APRIL 20, 2022, AS MAILED.</b>	
<b>IV. PUBLIC COMMENTS:</b>	
<b>V. APPROVE CONSENT MATTERS - Pages 3 - 7</b>	
<b>VI. COMMUNICATION(S):</b>	
<b>VII. APPEALS (Non-Disciplinary Matters)</b>	
<b>VIII. CLOSED SESSION</b>	
<ol style="list-style-type: none"> <li>1. Public Employment pursuant to Government Code §54957: Job Code 6745, Child Welfare Worker II, Social Services Agency</li> <li>2. <b><u>Conference with Legal Counsel – Potential Litigation:</u></b> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9</li> </ol>	

<b>IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b>	
<b>X. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:</b>	
<b>XI. ADJOURNMENT</b>	

<b>V. CONSENT MATTERS -</b>		
<b>A. <u>Hearing Calendar</u> -</b>		<b>None</b>
<b>B. <u>Reinstatement Request(s)</u></b>		
<ol style="list-style-type: none"> <li>1. Tiffany Bounds, Specialist Clerk II, Health Care Services Agency.</li> <li>2. Daniela DeSousa, Administrative Specialist I, Community Development Agency.</li> <li>3. Amanda Hernandez, Specialist Clerk II, Health Care Services Agency.</li> <li>4. Michael Mooney, Environmental Health Specialist Trainee, Health Care Services Agency.</li> <li>5. Linda Valladares, Specialist Clerk II, Social Services Agency.</li> <li>6. Mary Woo, Labor Relations Analyst II, Human Resource Services.</li> </ol>		
<b>C. <u>Voluntary Demotions</u></b>		
<ol style="list-style-type: none"> <li>1. Victoria Valdez, Eligibility Services Technician I to Eligibility Support Clerk, Social Services Agency.</li> </ol>		
<b>D. <u>Comparable Transfer(s)</u></b>		<b>None</b>
<b>E. <u>Transfer CSC (Rule 1732)</u></b>		<b>None</b>
<b>F. <u>Examination Actions – for CSC Meeting of May 4, 2022</u></b>		
<b>Promotional Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
4/19/22	1. Supervising Environmental Health Specialist	5/16/22
<b>Open-Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
4/12/22	2. Alcohol & Drug Program Administrator	5/9/22
4/12/22	3. Senior Clinical Pharmacist	5/9/22
4/15/22	4. Administrative Assistant	5/10/22
4/21/22	5. Heavy Equipment Operator	5/20/22
4/21/22	6. Maintenance and Construction Worker	5/20/22
4/22/22	7. Senior Project Manager, GSA	5/17/22
4/22/22	8. Supervising Financial Services Specialist	5/16/22
4/26/22	9. Senior Employment Specialist	5/23/22

V. CONSENT MATTERS -		
<b>Open-Continuous Examinations</b>		
OPEN DATE	EXAMINATION TITLE	LDF
4/22/22	10. Stationary Engineer, GSA	5/6/22
4/22/22	11. Building Equipment Maintenance Worker	5/6/22
<b>Re-Open-Continuous Examinations</b>		
OPEN DATE	EXAMINATION TITLE	LDF
4/18/22	12. Sheriff's Multimedia Producer	5/16/22
<b>Terminate Eligible Lists</b>		
Title	Examination Number	Terminate On
13. Eligibility Services Technician I	19-1570-01	4/18/22
<b>Extend Eligible Lists</b>		
Title	Examination Number	Terminate On
14. Child Welfare Worker II	21-6745-01	6/30/22
<b>Miscellaneous</b>		
<ol style="list-style-type: none"> <li>1. Cancel <b>Compliance and Privacy Officer</b> HCSA, Exam #21-5095-01, effective 2/16/22.</li> <li>2. Change the <b>Administrative Specialist I</b>, Exam #21-0218-01, from open assembled to continuous exam, effective 8/23/21.</li> <li>3. Change the <b>Administrative Specialist II</b>, Exam #21-0219-01, from open assembled to continuous exam, effective 5/25/21.</li> <li>4. Change the <b>Building Equipment Maintenance Worker</b>, Exam #21-9665-01, from open assembled to continuous exam, effective 9/27/21.</li> <li>5. Change the <b>Sheriff's Multimedia Producer</b>, Exam #21-9294-01, from open assembled to continuous exam, effective 5/7/21.</li> <li>6. Change the <b>Stationary Engineer, GSA</b>, Exam #21-9670-01, from open assembled to continuous exam, effective 3/8/21.</li> <li>7. Extend the last day for filing for the <b>Deputy County Counsel</b>, Exam #22-3230-01, from 4/8/22 to 4/29/22.</li> <li>8. Extend the last day for filing for the <b>Deputy Director, Public Works</b>, Exam #22-2047-01, from 4/29/22 to 5/31/22.</li> <li>9. Extend the last day for filing for the <b>Epidemiologist II</b>, Exam #20-5785-01, from 02/25/22 to 5/23/22.</li> <li>10. Extend the last day for filing for the <b>Forensic Pathologist</b>, Exam #22-5151-01, from 4/15/22 to 5/16/22.</li> </ol>		

<b>V. CONSENT MATTERS -</b>	
<b>G. Eligible Lists</b>	
<b>Create Approve and Order Promulgated:</b>	
<ol style="list-style-type: none"> <li>1. Appraiser I, Exam # 21-2610-01.</li> <li>2. Building Maintenance Laborer, Exam # 21-9125-01.</li> <li>3. Collection Supervisor II, Exam # 21-1430-01.</li> <li>4. Deputy Public Defender, Exam # 22-3125-01.</li> <li>5. Division Director, Behavioral Health Care Services (<b>Skilled Med Prof/Mental Health</b>), Exam #21-5094-02.</li> <li>6. Fire Department Division Chief (Promotional), Exam #21-8130-01.</li> <li>7. Health Care Claims Manager, Exam #21-1463-01.</li> <li>8. Sheriff's Technician, Exam #21-8755-01.</li> <li>9. Truck Driver, Exam #21-9320-01.</li> </ol>	
<b>H. Classification Recommendations</b>	
<b>Department</b>	<b>Regarding:</b>
<b>Assessor's Office</b>	<ol style="list-style-type: none"> <li>1. Reallocate 1 position of                      0416 - Information Systems Specialist, to                      0411 - Information Systems Technician II <span style="float: right;">22-39229</span></li> </ol>
<b>Fire Department</b>	<ol style="list-style-type: none"> <li>2. Reallocate 1 position of                      8154 - Fire Department Secretary II, to                      8161 - Fire Department Administrative Secretary <span style="float: right;">22-39157</span></li> </ol>
<b>General Services Agency</b>	<ol style="list-style-type: none"> <li>3. Reallocate 1 position of                      0421 - Information Systems/ Industrial Engineering                      Manager, GSA, to <span style="float: right;">22-39388</span>                      0278 - Human Resources Technician</li> </ol>
<b>Health Care Services Agency</b>	<ol style="list-style-type: none"> <li>4. Reallocate 1 position of                      0600 - Management Specialist, to <span style="float: right;">22-38063</span>                      0206 - Management Analyst</li> <li>5. Reallocate 1 position of                      1485 - Health Insurance Technician, to <span style="float: right;">22-38064</span>                      0206 - Management Analyst</li> <li>6. Reallocate 1 position of                      0307 – Senior Program Specialist, to <span style="float: right;">22-39386</span>                      5094 - Division Director, Behavioral Health Care Services</li> <li>7. Allocate 1 position of                      6527 - Behavioral Health Clinical Manager <span style="float: right;">22-39392</span></li> <li>8. Allocate 1 position of                      6525 - Behavioral Health Clinical Supervisor <span style="float: right;">22-39393</span></li> </ol>

<b>V. CONSENT MATTERS -</b>		
	9. Allocate <b>5</b> positions of 5139 - Physician III	22-39394
	10. Allocate <b>23</b> positions of 6510 - Behavioral Clinician II	22-39395
	11. Allocate <b>4</b> positions of 6491 - Mental Health Specialist II	22-39396
	12. Allocate <b>1</b> position of 1138 - Supervising Clerk I	22-39397
	13. Allocate <b>3</b> positions of 1129 - Specialist Clerk II	22-39398
	14. Reallocate <b>1</b> position of 6510 – Behavioral Clinician II ( <b>Medicare Enrollment Requirement</b> ), to 6525 - Behavioral Health Clinical Supervisor	22-39414
	15. Reallocate <b>1</b> position of 1128 - Specialist Clerk I, to 1142 - Administrative Assistant	22-39504
<b>Public Works Agency</b>	16. Reallocate <b>1</b> position of 2030 – Principal Civil Engineer, to 9527 – Field Maintenance Superintendent	22-39410
<b>Sheriff’s Office</b>	17. Allocate <b>1</b> position of 5151 - Forensic Pathologist	22-39166
	18. Reallocate <b>1</b> position of 8620 – Lieutenant, to 8617 - Sergeant	22-39384
	19. Allocate <b>5</b> positions of 8617 - Sergeant	22-39484
	20. Allocate <b>150</b> positions of 8604 - Deputy Sheriff II	22-39485
	21. Allocate <b>12</b> positions of 8755 - Sheriff’s Technician	22-39486
	22. Allocate <b>1</b> position of 8617 - Sergeant	22-39487
	23. Allocate <b>2</b> positions of 0278 - Human Resources Technician	22-39488
	24. Allocate <b>1</b> position of 1125 - Payroll Records Clerk	22-39489

<b>V. CONSENT MATTERS -</b>	
	25. Allocate <b>1</b> position of 0237 - Sheriff's Program/Financial Specialist 22-39490
	26. Allocate <b>1</b> position of 1142 - Administrative Assistant 22-39491
<b>Social Services Agency</b>	27. Reallocate <b>1</b> position of 1120 - Clerk II, to 1132 - Eligibility Support Clerk 22-39498
<b>I. <u>Specialty Designations</u></b>	
<b>Health Care Services Agency</b>	<ol style="list-style-type: none"> <li>1. Remove specialty designation for position #310043 Job Code 5315 - Registered Nurse II (<b>PHN</b>) Effective 5/14/22</li> <li>2. Approve specialty designation for position #310043 Job Code 5315 – Registered Nurse II (<b>PHN Pediatric Specialty</b>) Effective 5/15/22</li> <li>3. Approve specialty designation for position #311116 Job Code 0305 - Program Specialist (<b>Communicable Disease</b>) Effective 5/15/22</li> <li>4. Approve specialty designation for position #403643 Job Code 6927 – Program Services Coordinator (<b>Homeless Program Specialty</b>) Effective 5/15/22</li> </ol>
<b>J. <u>Classification Specifications</u></b>	
<b>ACMEA – General Management</b>	<ol style="list-style-type: none"> <li>1. Adopt the revised classification specification of Job Code 5870 – Supervising Therapist.</li> <li>2. Adopt the revised classification specification of Job Code 9525 – Field Maintenance Supervisor</li> </ol>
<b>Unrepresented – Management</b>	<ol style="list-style-type: none"> <li>3. Adopt the revised classification specification of Job Code 0467 – Medical Leaves &amp; Accommodation Services Case Manager</li> <li>4. Adopt the revised classification specification of Job Code 4980 – Water Resources Manager, Zone 7</li> </ol>