



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

WEDNESDAY, JUNE 29, 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/86760994660>. 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 \(Excused\)](#)  
Commissioner Julie Yim

*Sam Gee, Personnel Services Division Manager  
sitting in for Joe Angelo, Secretary to  
Civil Service Commission (Excused)*  
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 June 1, 2022, AS MAILED.</b>	
<b>IV. PUBLIC COMMENTS:</b>	
<b>V. APPROVE CONSENT MATTERS - Pages 3 - 5</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:</li> <li>2. Public Employee Discipline/Dismissal/Release pursuant to Government Code pursuant to Government Code §54957:</li> <li>3. <b>Conference with Legal Counsel – Potential Litigation:</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>		
1. Correspondence from Joel M. Weinstein of MASTAGNI HOLSTEDT, requesting an appeal hearing for Case No. 2022-04. <b>Set for Hearing.</b>		
<b>B. <u>Reinstatement Request(s)</u></b>		
1. Charsina Imara, Legal Process Clerk I, Sheriff's Office.		
2. Sharlene Shikhmuradova, Chief Departmental Human Resources Administrator, Social Services Agency.		
<b>C. <u>Voluntary Demotions</u></b>		
1. Jennifer Lee, Financial Services Specialist II, to Supervising Elections Technician, Registrar of Voters.		
<b>D. <u>Comparable Transfer(s)</u></b>		
1. David Faeth, Regional Training Center Instructor EVOC SAN to Regional Training Center Instructor SAN, Sheriff's Office.		
<b>E. <u>Transfer CSC (Rule 1732)</u>                      None</b>		
<b>F. <u>Examination Actions – for CSC Meeting of June 29, 2022</u></b>		
<b>Open-Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
6/6/22	1. Janitor Floor Specialist, Detention Facilities	6/30/22
6/8/22	2. Auditor Associate I	7/5/22
6/15/22	3. Human Resources Assistant II	7/11/22
6/17/22	4. Information Systems Analyst	7/11/22
<b>Re-Open Continuous Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
6/13/22	5. Employee Benefits Technician I	7/1/22
<b>Reinstate Eligible Lists</b>		
<b>Title</b>	<b>Examination Number</b>	<b>Terminate On</b>
6. Financial Analyst, SSA	19-0209-01	12/30/22
<b>Extend Eligible Lists</b>		
<b>Title</b>	<b>Examination Number</b>	<b>Terminate On</b>
7. Community Outreach Worker II	20-6701-02	9/30/22
8. Program Services Coordinator	20-6927-01	9/30/22

<b>V. CONSENT MATTERS -</b>	
<b>Miscellaneous</b>	
<p>9. Cancel the <b>Chief Departmental Human Resources Administrator</b>, Exam #22-0465-01, effective 3/16/22.</p> <p>10. Change the <b>Employee Benefits Technician I</b>, Exam #21-0265-01, from Open Assembled, to Continuous exam, effective 4/19/21.</p> <p>11. Extend the last day of filing for <b>Deputy Director, Public Health Nursing (PHN Option)</b>, Exam #22-5390-01, from 6/16/22 to 7/11/22.</p> <p>12. Extend the last day of filing for the <b>Engineering CAD/D Technician III</b>, Exam #22-2124-01, from 6/20/22 to 7/8/22.</p> <p>13. Extend the last day of filing for the <b>Forensic Pathologist</b>, Exam #22-5151-01, from 6/17/22 to 6/30/22.</p>	
<b>G. Eligible Lists</b>	
<b>Create Approve and Order Promulgated:</b>	
<p>1. Civil Legal Secretary, Exam #22-1242-01.</p> <p>2. Employment Specialist II, BHCS, Exam #21-6782-01.</p> <p>3. Fire Department Administrative Secretary, Exam #22-8161-01.</p> <p>4. Information Systems Specialist, Exam #21-0416-01.</p> <p>5. Labor Relations Analyst I, Exam #22-0283-01.</p> <p>6. Lead Janitor, Detention Facilities (Promotional), Exam #21-7418-01.</p> <p>7. Senior Employment Specialist, Exam #22-6780-01.</p> <p>8. Stationary Engineer, PWA, Exam #22-9671-01.</p>	
<b>H. Classification Recommendations</b>	
<b>Department</b>	<b>Regarding:</b>
<b>Community Development Agency</b>	1. Reallocate 1 position of 1215 - Secretary I ( <b>Spanish Speaking</b> ), to 2973 - Housing and Community Development Technician II 22-39670
	2. Reallocate 1 position of 1220 - Secretary II, to 6701 P - Community Outreach Worker II Project 22-39671
	3. Reallocate 1 position of 0423 - Information Systems Coordinator, to 0419 - Information Systems Analyst ( <b>Database Administration</b> ) 22-39894
<b>Health Care Services Agency</b>	4. Allocate 1 position of 1142 P - Administrative Assistant Project 22-39461
	5. Allocate 2 positions of 0206 P - Management Analyst Project 22-39462

<b>V. CONSENT MATTERS -</b>	
	<p>6. Allocate <b>1</b> position of          6796 P - Staff Development Specialist Project 22-39463</p> <p>7. Allocate <b>1</b> position of          6927 P - Program Services Coordinator Project 22-39464</p> <p>8. Reallocate <b>1</b> position of          6510 - Behavioral Clinician II, to 22-39774          6525 - Behavioral Health Clinical Supervisor</p> <p>9. Reallocate <b>1</b> position of          6525 - Behavioral Health Clinical Supervisor, to 22-39789          6514 - Behavioral Health Crisis Intervention Specialist          Supervisor</p> <p>10. Reallocate <b>1</b> position of          6641 - Senior Rehabilitation Counselor, to 22-39873          6640 - Rehabilitation Counselor II (<b>Vocational Services          Specialty</b>)</p>
<b>I. <u>Specialty Designations</u></b>	
<b>Health Care          Services Agency</b>	<p>1. Remove specialty designation for position #310689          Job Code 5325 - Registered Nurse V (<b>Psychiatric Option</b>)          Effective 7/10/22</p> <p>2. Remove specialty designation for position #311157          Job Code 0308 - Supervising Program Specialist (<b>AIDS Specialty/Opt</b>)          Effective 7/10/22</p>
<b>J. <u>Classification Specifications</u></b>	
<b>Unrepresented –          Fire Management</b>	<p>1. Adopt the revised classification specification of          Job Code 8188 - Fire Department Human Resources Officer.</p> <p>2. Adopt the revised classification specification of          Job Code 8194 - Fire Department Human Resources Manager.</p>