



**Summary Action Minutes**  
**ALAMEDA COUNTY**  
**CIVIL SERVICE COMMISSION**

WEDNESDAY, JULY 27, 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/84178677204>. 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 (Excused)*  
 Commissioner Barbara Luna, Vice-President  
 Commissioner Ross Peterson  
 Commissioner Julie Yim

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

**I. CALLED TO ORDER**

**II. REMOTE MEETINGS (AB 361):**

Civil Service Commission to Receive Oral Staff Report Regarding AB 361 and to Adopt Findings for Continued Teleconference Meetings

By unanimous vote (3-0) the Civil Service Commission (“Commission”) finds that there is a continuing state of emergency declared by the Governor of the State of California that encompasses the County of Alameda. The Commission further finds that state and/or local officials have imposed or continue to recommend measures to promote social distancing. Accordingly, the Commission therefore accepts staff’s recommendation and adopts Findings for continued teleconferenced meetings in accordance with Government Code section 54953(e).

3-0

**III. APPROVED THE MINUTES OF JUNE 29, 2022, AS MAILED.**

Item III., was approved after the following correction:  
 “APPROVE THE MINUTES OF JULY 13, 2022”

3-0

**IV. PUBLIC COMMENT(S):**

Maria Dominguez referenced Consent Matter V., Item F., #13, Compliance and Privacy Officer: Suggestion to include possession of a juris doctor or juris doctorate (JD) degree in the 'Substitution' section of the 'Minimum Qualifications' criteria, in addition to, or in place of a master’s degree in law.

**V. APPROVE CONSENT MATTERS - Pages 3 - 5**

3-0

<p><b>VI. COMMUNICATION(S):</b>          The Secretary advised the Civil Service Commission (CSC) that District 4 has advised that they will be nominating a CSC candidate at the 8/9/22 regularly scheduled Board of Supervisors meeting.</p>	
<p><b>VII. APPEALS (Non-Disciplinary Matters)</b></p>	<p><b>None</b></p>
<p><b>VIII. CLOSED SESSION</b></p> <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><u>Conference with Legal Counsel – Potential Litigation:</u></b> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9</li> </ol>	<p><b>None</b>  <b>None</b>  <b>None</b></p>
<p><b>IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:</b></p>	<p><b>No Action</b></p>
<p><b>X. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</b></p>	<p><b>None</b></p>
<p><b>XI. ADJOURNMENT</b></p>	<p><b>3-0</b></p>

<b>V. CONSENT MATTERS - APPROVED</b>		
<b>A. <u>Hearing Calendar</u> - None</b>		
<b>B. <u>Reinstatement Request(s)</u></b>		
1. Terry Cheung, Accounting Specialist II, Public Works Agency.		
<b>C. <u>Voluntary Demotions</u> - None</b>		
<b>D. <u>Comparable Transfer(s)</u> - None</b>		
<b>E. <u>Transfer CSC (Rule 1732)</u> - None</b>		
<b>F. <u>Examination Actions – for CSC Meeting of July 27, 2022</u></b>		
<b>Open-Assembled Examinations</b>		
<b>OPEN DATE</b>	<b>EXAMINATION TITLE</b>	<b>LDF</b>
7/8/22	1. Eligibility Services Technician I	8/2/22
7/8/22	2. Fire Department Mechanic II	8/1/22
7/11/22	3. Family Support Care Coordinator	8/4/22
7/13/22	4. Fire Public Affairs Manager	8/8/22
7/13/22	5. Retirement Accountant III	8/8/22
7/13/22	6. Traffic Signal Supervisor	8/8/22
7/15/22	7. Field Maintenance Supervisor	8/12/22
7/15/22	8. Fire Department Human Resources Manager	8/9/22
7/21/22	9. Application Systems Engineer I	8/15/22
7/22/22	10. Fire Department Human Resources Officer	8/16/22
7/22/22	11. Fire Department Human Resources Technician	8/16/22
7/22/22	12. Housing and Community Development Specialist I	8/15/22
7/25/22	13. Compliance and Privacy Officer	8/19/22
7/25/22	14. Program Specialist ( <b>Adult Clinical Specialty</b> )	8/19/22
<b>Extend Eligible Lists</b>		
<b>Title</b>	<b>Examination Number</b>	<b>Terminate On</b>
15. Fund Development and Grant Specialist	21-0310-01	12/31/22
16. Public Health Investigator	20-5770-01	3/8/23

<b>V. CONSENT MATTERS - APPROVED</b>	
<b>Miscellaneous</b>	
<p>17. Change the last day for filing for the <b>Chief Forensic Pathologist</b>, Exam #22-5149-01, from 8/1/22 to 07/15/22.</p> <p>18. Extend the last day for filing for the <b>Human Resources Assistant II</b>, Exam #22-1122-01, from 7/11/22 to 7/25/22.</p> <p>19. Extend the last day for filing for the <b>Information Systems Analyst</b>, Exam #22-0419-01, from 7/11/22 to 8/1/22.</p> <p>20. Extend the last day for filing for the <b>Public Information Specialist</b>, Exam #20-0320-01, from 7/20/22.</p>	
<b>G. Eligible Lists</b>	
<b>Created Approved and Ordered Promulgated:</b>	
<p>1. Mental Health Specialist III, Exam #22-6492-01.</p> <p>2. Social Services Program Manager (Promotional), Exam #22-6045-01.</p>	
<b>H. Classification Recommendations</b>	
<b>Department</b>	<b>Regarding:</b>
<b>Health Care Services Agency</b>	1. Allocate 1 position of 0219 P - Administrative Specialist II Project 22-39404
<b>Sheriff's Office</b>	2. Reallocate 1 position of 1316 – Accounting Specialist II, to 0214 – Financial Services Specialist II 22-37424
<b>Social Services Agency</b>	3. Reallocate 1 position of 0206 - Management Analyst, to 0308 -Supervising Program Specialist 22-39878
<b>I. Specialty Designations</b>	
<b>Health Care Services Agency</b>	<p>1. Remove specialty designation for position #400044 Job Code 5139 - Physician III (<b>Psychiatric Option</b>) Effective 8/6/22</p> <p>2. Approve specialty designation for position #400044 Job Code 5139 - Physician III (<b>Homeless Program Specialty</b>) Effective 8/7/22</p>
<b>J. Classification Specifications</b>	
<b>Building &amp; Construction Trades Council – Zone 7</b>	1. Recommend the Board of Supervisors establish the classification of Job Code 5001 - Heavy Equipment Operator, Zone 7, and adopt the classification specification.

**V. CONSENT MATTERS - APPROVED**

<b>SEIU 1021</b>	2. Adopt the revised classification specification of Job Code 7205 - Gardener I, General Services Agency. 3. Adopt the revised classification specification of Job Code 7210 - Gardener II, General Services Agency. 4. Adopt the revised classification specification of Job Code 9280 – Telecommunications Technician.
<b>Unrepresented Management</b>	5. Adopt the revised classification specification of Job Code 0141 – Treasurer-Tax Collector Accounting and Operations Manager.

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

DocuSigned by:



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JOE ANGELO, Secretary to Civil Service Commission