



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, SEPTEMBER 7, 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/86272104055>. 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 (*Excused*)
 Commissioner Ross Peterson
 Commissioner Julie Yim
Commissioner Monica Lee - Welcome!

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).	4-0
III. APPROVED THE MINUTES OF AUGUST 10, 2022, AS MAILED. (3 Ayes) (1 Abstention: Commissioner Lee)	3 Ayes 1 Abstention
IV. PUBLIC COMMENT(S): Kaye Hudson expressed appreciation to the Civil Service Commission for their review regarding her case.	
V. APPROVE CONSENT MATTERS - Pages 3 - 6	4-0

V. CONSENT MATTERS - APPROVED		
A. <u>Hearing Calendar</u> Correspondence from Appellant Attorney, Will Yamada of Tribuiano & Yamada, LLP, withdrawing request for appeal hearing for Case No. 2022-01; OAH Case No. 2022060352. Removed from OAH hearing calendar.		
B. <u>Reinstatement Request(s)</u> <ol style="list-style-type: none"> 1. Joel Ildefonzo, Deputy Sheriff's Recruit, Sheriff's Office. 2. Ronald Reyes, Accounting Specialist II, Public Works Agency. 3. Felicia Walker, Assessor's Technician, Assessor Office. 4. Jianping Yi, Eligibility Services Tech III to Specialist Clerk II, Health Care Services Agency. 		
C. <u>Voluntary Demotions</u> - None		
D. <u>Comparable Transfer(s)</u> - None		
E. <u>Transfer CSC (Rule 1732)</u> None		
F. <u>Examination Actions – for CSC Meeting of September 7, 2022</u>		
Open-Assembled Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
8/8/22	1. Secretary I	9/1/22
8/10/22	2. Food Service Worker	9/6/22
8/12/22	3. Administrative Analyst	9/6/22
8/12/22	4. Plumber	9/7/22
8/16/22	5. Deputy Public Guardian-Conservator/Investigator	9/12/22
8/17/22	6. Program/Financial Specialist	9/12/22
8/19/22	7. Nutrition Assistant I	9/12/22
8/19/22	8. Probation Contracts and Grants Administrative Manager	9/12/22
8/24/22	9. Library Clerk I	9/19/22
Re-Open Continuous Examinations		
OPEN DATE	EXAMINATION TITLE	LDF
8/5/22	10. Sergeant	8/31/22
8/9/22	11. Institutional Supervisor I	8/30/22

V. CONSENT MATTERS - APPROVED		
Terminate Eligible Lists		
Title	Examination Number	Terminate On
12. Human Resources Validation Processor	21-0269-01	9/1/22
Extend Eligible Lists		
Title	Examination Number	Terminate On
13. Captain (Promotional)	21-8625-01	5/17/23
14. Janitor, Detention Facilities	21-7416-01	8/31/23
15. Lieutenant (Promotional)	21-8620-01	12/22/22
Miscellaneous		
16. Cancel the Program Specialist (Adult Clinical Specialty) Exam #22-0305-02 effective 8/3/22. 17. Change the Institutional Supervisor I , Exam #21-6217-01, from open assembled to open continuous effective 6/18/21. 18. Change the Sergeant (Promotional) , Exam #21-8617-01, from open assembled to open continuous effective 11/22/21. 19. Extend the last day for filing for Accounting and Finance Manager, Public Works , Exam #22-0182-01, from 8/22/22 to 9/30/22. 20. Extend the last day for filing for Division Director, Behavioral Health Care Services , Exam #22-5094-01, from 8/19/22 to 9/9/22. 21. Extend the last day for filing for Fire Public Affairs Manager , Exam #22-8133-01, from 8/8/22 to 9/16/22. 22. Extend the last day for filing for Principal Auditor , Exam #22-0151-01, from 8/15/22 to 8/29/22. 23. Extend the last day for filing for the Public Information Specialist , Exam #20-0320-01, from 8/19/22 to 9/2/22. 24. Extend the last day for filing for Retirement Accountant III , Exam #22-1371-01, from 8/8/22 to 9/12/22. 25. Extend the last day for filing for the Youth and Family Services Therapist , Exam #22-6498-01, from 8/2/22 to 8/23/22.		
G. Eligible Lists		
Created Approved and Ordered Promulgated:		
1. Adult Protective Services Worker II, Exam #22-6765-01. 2. Associate County Counsel, Exam #22-3220-01. 3. Associate Infrastructure Services Technician, Exam #21-1846-01. 4. Capital Programs Manager, Exam #22-2218-01.		

V. CONSENT MATTERS - APPROVED
<ol style="list-style-type: none"> 5. Child Welfare Supervisor (Promotional), Exam #22-6750-01. 6. Deputy County Counsel, Exam #22-3230-01. 7. Division Chief, Auditor, Exam #22-0160-01. 8. Employment Counselor Supervisor (Promotional), Exam #22-6785-01. 9. Engineering CAD/D Technician III, Exam #22-2124-01. 10. Fire Department Human Resources Manager, Exam #22-8194-02. 11. Management Analyst, Exam #21-0206-01. 12. Payroll Records Clerk, Exam #22-1125-01. 13. Procurement & Contracts Specialist I (Promotional), Exam #22-0172-01. 14. Public Defender Investigator III (Promotional), Exam #22-8579-01. 15. Registered Nurse IV (PHN Option), Exam #22-5320-01. 16. Supervising Financial Services Specialist, Exam #22-0216-01. 17. Supervising Hazardous Materials Specialist – Certified Unified Program Agency (CUPA), Exam #22-5656-01. 18. Social Work Supervisor (Promotional), Exam #21-6730-01. 19. Youth and Family Services Lead Therapist, Exam #22-6499-01.

H. Classification Recommendations

Department	Regarding:
Health Care Services Agency	1. Reallocate 1 position of 6707 – Family Support Case Manager, to 22-39785 6706 – Family Support Care Coordinator
	2. Reallocate 1 position of 6492 - Mental Health Specialist III, to 22-39892 6515 - Clinical Review Specialist
	3. Reallocate 1 position of 6701 P – Community Outreach Worker II Project, to 22-40092 0416 P – Information Systems Specialist Project
	4. Reallocate 1 position of 6491 – Mental Health Specialist II (Consumer/Family Option), to 22-40126 6515 – Clinical Review Specialist (Consumer/Family Specialty)
	5. Reallocate 1 position of 6491 – Mental Health Specialist II (Consumer/Family Option), to 22-40127 6515 – Clinical Review Specialist (Consumer/Family Specialty)
Sheriff’s Office	6. Allocate 1 position of 22-39783 8604 – Deputy Sheriff II
	7. Allocate 1 position of 22-39784 8617 – Sergeant

V. CONSENT MATTERS - APPROVED	
	8. Reallocate 1 position of 0219 – Administrative Specialist II, to 0460 – Departmental Human Resources Officer 23-40277

I. Specialty Designations


Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove specialty designation for position #309902 Job Code 0219 – Administrative Specialist II (Hospice Specialty) Effective 9/18/22 2. Remove specialty designation for position #310218 Job Code 5315 – Registered Nurse III (Spanish Speaking) Effective 9/17/22 3. Approve specialty designation for position #310218 Job Code 5315 – Registered Nurse III (PHN) Effective 9/18/22 4. Remove specialty designation for position #310335 Job Code 0219 P – Administrative Specialist II Project (COVID) Effective 9/18/22
Human Resource Services Department	<ol style="list-style-type: none"> 5. Remove specialty designation for position #300784 Job Code 1129 – Specialist Clerk II (STEP-UP Program) Effective 9/18/22

J. Classification Specifications

ACMEA – General Management	<ol style="list-style-type: none"> 1. Adopt the revised classification specification of Job Code 6525 - Behavioral Health Clinical Supervisor. 2. Adopt the revised classification specification of Job Code 6527 - Behavioral Health Clinical Manager.
Unrepresented – Fire Management	<ol style="list-style-type: none"> 3. Adopt the revised classification specification of Job Code 8141 – Fire Department Financial Services Manager.

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:

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 JOE ANGELO, Secretary to Civil Service Commission