



Summary Action Minutes

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

WEDNESDAY, MARCH 8, 2023, 4:00 P.M.

In-Person and Remote/Teleconference Participation

IN-PERSON PARTICIPATION:

Lakeside Plaza Building - 1401 Lakeside Drive, Room 201, Oakland CA
Remote/Teleconference Location: 4501 Pleasanton Avenue, Pleasanton, CA

These meeting sites are open to the public. Written public comment may be submitted by email to Nina.Hinton3@acgov.org prior to the beginning of the meeting. Spoken public comment will be accepted in-person and remotely. 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.

REMOTE/TELECONFERENCE PARTICIPATION:

Members of the public may observe and participate in meetings remotely by joining the live stream at <https://us06web.zoom.us/j/87263541322> and 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 Ross Peterson, Vice-President
 Commissioner Barbara Luna
 Commissioner Monica Lee (*Excused*)

Sam Gee, Interim Secretary to
 Civil Service Commission
 Andrea Weddle,
 Chief Assistant County Counsel

I. CALLED TO ORDER	
II. APPROVED THE MINUTES OF FEBRUARY 22, 2023, AS MAILED.	3-0
III. PUBLIC COMMENTS:	None
IV. APPROVED CONSENT MATTERS - Pages 3 - 5	3-0
V. COMMUNICATION(S):	None
VI. APPEALS (Non-Disciplinary Matters)	None
VII. CLOSED SESSION	None
1. Public Employment pursuant to Government Code §54957:	None
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code Pursuant to Government Code §54957:	None
3. <u>Conference with Legal Counsel – Potential Litigation:</u> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	None
VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	No Action

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS: The Secretary discussed the technological configuration for March 22, 2023.	
X. ADJOURNMENT	3-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar - None

B. Reinstatement Request(s)

1. Iona Childers, Departmental Human Resources Officer, County Library.
2. Ruth Kim, County Training and Org. Dev. Specialist, Human Resources Department.
3. Shane Rogge, Program Services Coordinator, Social Services Agency.

C. Voluntary Demotions

1. Alexis Moore, Eligibility Services Tech I to Service Support Specialist, Social Services Agency.

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of March 8, 2023

Promotional-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	Last Day to File (“LDF”)
2/17/23	1. Captain (Promotional)	3/15/23
2/21/23	2. Supervising Clerk III (Promotional)	3/17/23

Open-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
11/14/22	3. Public Works Inspector II, Construction	12/12/22
2/16/23	4. Mapping Technician III	3/13/23
2/23/23	5. Assistant Engineer	3/20/23
2/24/23	6. Gardener I, General Services Agency	3/21/23
3/2/23	7. Career Development Specialist I	4/5/23

Open Continuous Examinations

OPEN DATE	EXAMINATION TITLE	LDF
2/24/23	8. Juvenile Institutional Officer Associate	Continuous

Re-Open Continuous Examinations

RE-OPEN DATE	EXAMINATION TITLE	LDF
2/17/23	9. Fire Public Affairs Manager	2/27/23

IV. CONSENT MATTERS - APPROVED

Reinstate Eligible Lists

Title	Examination Number	Terminate On
10. Accounting Specialist II	21-1316-01	4/28/23

Miscellaneous

11. Change the **Fire Public Affairs Manager** exam, #22-8133-01, from an assembled exam to a continuous exam, effective 7/13/22.
12. Change the last day for filing for the **Juvenile Institutional Officer Associate**, Exam #21-6214-01, from continuous to 2/23/23.
13. Extend the last day for filing for **Deputy Director, Public Health Nursing**, Exam #22-5390-02, from 2/27/23 to 3/21/23.
14. Extend the last day for filing for **Fire Dispatcher**, Exam #22-8220-01, from 2/21/23 to 3/31/23.
15. Extend the last day for filing for **Fire Dispatcher Trainee**, Exam #23-8209-01, from 2/21/23 to 3/31/23.
16. Extend the last day for filing for **Program Specialist**, Exam #21-0305-01, from 2/23/23 to 3/6/23.
17. Extend the last day for filing for **Technology Project Coordinator, Zone 7**, Exam #23-5000-01, from 2/17/23 to 3/15/23.

G. Eligible Lists

Created Approved and Ordered Promulgated:

1. Assistant County Clerk Recorder, Exam #22-1530-01.
2. Financial Services Specialist II, Exam #22-0214-01.
3. Medical Leaves & Accommodation Services Technician, Exam #22-0464-01.
4. Nutrition Assistant I, Exam #22-5798-01.
5. Senior Deputy County Counsel (**Promotional**), Exam #22-3240-01.
6. Supervising Appraiser II (**Promotional**), Exam #22-2625-01.

H. Classification Recommendations

Department	Regarding:	
Health Care Services Agency	1. Reallocate 1 position of 5139 - Physician III, to 5300 - Registered Nurse I	23-40970
	2. Reallocate 1 position of 0219 P - Administrative Specialist II Project, to 0207 P - Senior Management Analyst Project	23-41109
	3. Reallocate 1 position of 0207 - Senior Management Analyst (COVID), to 0307 - Senior Program Specialist	23-41110
	4. Allocate 1 position of 6927 - Program Services Coordinator	23-41111

IV. CONSENT MATTERS - APPROVED

Information Technology Department	5. Reallocate 1 position of 0416 - Information Systems Specialist, to 1828 - Infrastructure Services Technician	23-41146
--	---	----------

I. Specialty Designations - None

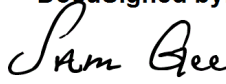
J. Classification Specifications

ACMEA – General Management	1. Adopt the revised and retitled classification specification of Job Code 9536 – Weed and Pest Control Supervisor, to Vegetation and Litter Abatement Supervisor.
Deputy Sheriff’s Association	2. Adopt the revised classification specification of Job Code 8601 – Deputy Sheriff’s Recruit. 3. Adopt the revised classification specification of Job Codes 8602/8604 – Deputy Sheriff I/ Deputy Sheriff II.
IFPTE, Local 21 Civil Engineers Management Unit	4. Adopt the revised and retitled classification specification of Job Code 9702 – Real Estate Program Manager, to Real Property Program Manager.
Unrepresented - General Management	5. Adopt the revised classification specification of Job Code 0137 – Treasurer-Tax Collector Administrator.
Unrepresented Non-Management	6. Adopt the revised classification specification of Job Code 8603N – Deputy Sheriff – Services-As-Needed (SAN).

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:



977E8A6A6F46406...

SAM GEE, Interim Secretary to Civil Service Commission