



Agenda

ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY, MAY 31, 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/86218831614> 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

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

I. CALL TO ORDER

II. APPROVE THE MINUTES OF MAY 17, 2023, AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 3 - 6

V. COMMUNICATION(S):

VI. APPEALS (Non-Disciplinary Matters)

VII. CLOSED SESSION

1. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2021-07 - OAH 2022020369 (Probation Department).

2. **Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:**
 (8 Cases)

3. <u>Conference with Legal Counsel – Potential Litigation:</u> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	
VIII. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	
IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:	
X. ADJOURNMENT	

IV. CONSENT MATTERS -

A. Hearing Calendar

1. Correspondence from Joel Weinstein, Attorney, Mastagni Holstedt, A.P.C., requesting an appeal withdrawal for **Case No. 2022-06. Remove from Civil Service Commission calendar.**
2. Correspondence from Garrett Porter, Attorney, Mastagni Holstedt, A.P.C., requesting an appeal hearing for **Case No. 2023-03. Set for OAH hearing.**

B. Reinstatement Request(s) - None

C. Voluntary Demotions

1. Raymond Morgan, Deputy Sheriff's Recruit to Sheriff's Safety Aide, Sheriff's Office

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of May 31, 2023

Promotional Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF Last Day to File
4/28/23	1. School Health Services Administrator, CHSC	5/22/23
5/18/23	2. Principal Appraiser	6/12/23

Open Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
5/11/23	3. Program Systems Coordinator	6/5/23
5/18/23	4. Social Worker I	6/12/23
5/19/23	5. Personal Computer & Network Systems Specialist, ACERA	6/12/23
5/22/23	6. Forensic Behavioral Health Clinical Manager	6/16/23
5/22/23	7. Forensic Behavioral Health Clinical Supervisor	6/16/23
5/24/23	8. Departmental Human Resources Officer	6/19/23

Re-Open Continuous Examinations

REOPEN DATE	EXAMINATION TITLE	LDF
6/2/23	9. Janitor Floor Specialist, Detention Facilities	6/28/23

Extend Eligible Lists

Title	Examination Number	Terminate On
10. Information Systems Specialist	21-0416-01	8/31/23

IV. CONSENT MATTERS -

11. Account Clerk II

21-1310-01

11/30/23

Order an Eligible List Designated as Alternative List

12. Designate the **Executive Assistant**, Exam #22-1142-01, as an alternate list for **Administrative Associate, County Administrator's Office**.

Miscellaneous

13. Change the **Janitor Floor Specialist, Detention Facilities**, Exam, #22-7417-01, from an Assembled Exam to a Continuous Exam, effective 6/6/22.

G. Eligible Lists

Create Approve and Order Promulgated:

1. Assistant Engineer, Exam #22-2015-01.
2. Deputy County Counsel, Exam #23-3230-01.
3. Deputy Fire Marshal, Exam #23-8147-01.
4. Division Director, BHCS (Skilled Med Prof/Mental Health), Exam #23-5094-01.
5. Forensic Behavioral Health Clinician I, Exam #23-6528-01.
6. Forensic Behavioral Health Clinician II, Exam #23-6529-01.
7. Human Resources Analyst, Exam #22-0291-01.
8. Human Resources Analyst Trainee, Exam #22-0279-01.
9. Medical Leaves & Accommodation Services Case Manager, Exam #22-0467-01.
10. Program/Financial Specialist, Exam #22-0306-01.
11. Program Services Coordinator, Exam #22-6927-01.
12. Registered Nurse IV (PHN Option), Exam #22-5320-02.
13. Supervising Facilities Inspector, Exam #23-2175-01.
14. Training and System Specialist, Exam #23-0485-01.

H. Classification Recommendations

Department	Regarding:	
Community Development Agency	1. Reallocate 1 position of 2125 - Geographical Information Technician, to 2126 - Geographic Information Systems Analyst	23-40793
	2. Reallocate 1 position of 8421 - Deputy Agricultural Commissioner/Sealer Of Weights And Measures, to 8422 - Deputy Of Agricultural And Standards Services	23-41564
	3. Reallocate 1 position of 8421 - Deputy Agricultural Commissioner/Sealer Of Weights And Measures, to 8422 - Deputy Of Agricultural And Standards Services	23-41565

IV. CONSENT MATTERS -		
	4. Reallocate 2 positions of 8421 - Deputy Agricultural Commissioner/Sealer Of Weights And Measures, to 8422 - Deputy Of Agricultural And Standards Services	23-41566
Fire Department	5. Allocate 1 position of 8158 – Fire Department Mechanic II	23-41180
	6. Allocate 2 positions of 8157N – Fire Department Aide SAN	23-41181
	7. Allocate 2 positions of 8159 - Fire Department Specialist Clerk	23-41182
	8. Allocate 12 positions of 8222 – Firefighter Lateral - Paramedic	23-41187
General Services Agency	9. Reallocate 1 position of 2215 - Architect, to 0219 - Administrative Specialist II	23-41371
	10. Reallocate 1 position of 9105 - Laborer, to 1142 - Administrative Assistant	23-41435
Health Care Services Agency	11. Reallocate 2 positions of 6491 P - Mental Health Specialist II Project, to 6492 P - Mental Health Specialist III Project	23-41470
	12. Reallocate 3 positions of 6527 - Behavioral Health Clinical Manager, to 6531 - Forensic Behavioral Health Clinical Manager	23-41576
	13. Reallocate 5 positions of 6525 - Behavioral Health Clinical Supervisor, to 6530 - Forensic Behavioral Health Clinical Supervisor	23-41577
	14. Reallocate 1 position of 6527 - Behavioral Health Clinical Manager, to 6531 - Forensic Behavioral Health Clinical Manager	23-41578
	15. Reallocate 1 position of 6525 - Behavioral Health Clinical Supervisor, to 6530 - Forensic Behavioral Health Clinical Supervisor	23-41579
	16. Reallocate 1 position of 6525 - Behavioral Health Clinical Supervisor, to 6530 - Forensic Behavioral Health Clinical Supervisor	23-41580

IV. CONSENT MATTERS -		
	17. Reallocate 1 position of 6525 - Behavioral Health Clinical Supervisor, to 6530 - Forensic Behavioral Health Clinical Supervisor	23-41581
	18. Reallocate 1 position of 6525 - Behavioral Health Clinical Supervisor, to 6530 - Forensic Behavioral Health Clinical Supervisor	23-41582
Social Services Agency	19. Reallocate 1 position of 1133 - Services Support Specialist 0206 - Management Analyst	23-41339
	20. Reallocate 1 position of 1128 - Specialist Clerk I 1132 - Eligibility Support Clerk	23-41434
	21. Reallocate 1 position of 1120 - Clerk II, to 1132 - Eligibility Support Clerk	23-41518
	22. Reallocate 1 position of 1120 - Clerk II, to 1132 - Eligibility Support Clerk	23-41519
I. <u>Specialty Designations</u>		
Health Care Services Agency	1. Remove specialty designation for position #310401 Job Code 0305 - Program Specialist (AIDS Specialty/Opt) Effective 6/10/23 2. Approve specialty designation for position #310401 Job Code 0305 - Program Specialist (Communicable Disease) Effective 6/11/23	
J. <u>Classification Specifications</u>		
ACMEA - Sheriffs Non-Sworn	1. Adopt the revised classification specification of Job Code 1286 - Identification Supervisor.	