



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, May 10, 2017, 4:00 P.M.

Lakeside Plaza Building

1401 Lakeside Drive, Room 201

Commissioner Ben Tate, President
Commissioner Arlene Lum, Vice-President
Commissioner Stephen Booth
Commissioner Dan Chang
Commissioner Barbara Luna

Kathy Mount, Secretary to
Civil Service Commission
Andrea Weddle, County Counsel

I. CALL TO ORDER

II. APPROVE THE MINUTES OF APRIL 26, 2017 AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 2 - 4

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION

1. Request for Stay of Administrative Appeal Hearing - Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 - Case No. 2017-02 (Sheriff's Office).
2. Request for Stay of Administrative Appeal Hearing - Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 - Case No. 2017-03 (Sheriff's Office).
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: (Four cases)
4. **Conference with Legal Counsel – Potential Litigation:** 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. Reinstatement Request(s)

1. Renita Alexander, Procurement & Contracts Assistant, General Services Agency
2. Brian Chao, Retirement Specialist I, Alameda County Retirement (ACERA)
3. Evelyn Pang Hom, Library Clerk II Services-As-Needed, Library
4. Lorna Kata, Account Clerk II, Sheriff's Office
5. Melissa Shkidt, Library Page, Library
6. Saundra A. Gatson, Civil Legal Secretary, Office of the County Counsel

B. Examination Actions – for CSC Meeting of May 10, 2017

Order on 5/1/17 promotional-assembled examination:

1. Principal Engineer, Geologist, Zone 7, LDF 5/25/17

Order on 4/20/17 open-assembled examination:

2. Senior Accountant, LDF 5/15/17

Order on 4/21/17 open-assembled examination:

3. Medical Clerk, LDF 5/16/17

Order on 4/25/17 open-assembled examination:

4. Deputy Director Behavioral Health Care Services, LDF 5/22/17

Order on 4/26/17 open-assembled examination:

5. Park Maintenance Worker, Hayward Area Recreation & Park Dist., LDF 5/22/17

Order on 4/28/17 open-assembled examination:

6. Environmental Project Manager, LDF 5/23/17

Order on 5/5/17 open-assembled examination:

7. Heavy Truck Driver, LDF 5/30/17

Reopen on 5/2/17 continuous examination:

8. Family Support Case Manager, LDF 5/15/17

Terminate eligible lists on 4/27/17:

9. Bridge Tender, #16-9616-01
10. Chief Counsel, ACERA, #16-1340-01

Extend eligible lists:

11. Program Specialist, #15-0305-14, terminate on 8/11/17
12. Specialist Clerk I, #15-1128-02, terminate on 9/8/17

Miscellaneous:

13. Correct the opening date for Auditor Associate I, exam #17-1527-01, from 4/26/17 to open on 5/3/17 with a last day to file of 5/30/17.
14. Change the Family Support Case Manager, exam #16-6707-01, from an assembled exam to a continuous exam effective 12/12/16.
15. Extend the last day for filing for the Building Official, exam #17-8345-01, from 4/28/17 to 5/5/17.

IV. CONSENT MATTERS

C. Eligible Lists

Create, approve and order promulgated:

1. Child Welfare Worker II, #17-6745-01
2. Information Systems Specialist, #17-0416-01
3. Principal Appraiser (Promotional), #17-2630-01
4. Program Specialist (Maternal Child Adolescent Health Option), #16-0305-02
5. Public Defender Investigator I, #17-8576-01
6. Rehabilitation Counselor II, #17-6640-01

D. Classification Recommendations

Department:	Re:
Auditor-Controller	<ol style="list-style-type: none"> 1. Reallocate one position of 0150, Senior Supervising Auditor to 0151, Principal Auditor (17-29505). 2. Reallocate one position of 0204, Management Associate II to 0151, Principal Auditor (17-29509).
Health Care Services Agency	<ol style="list-style-type: none"> 3. Reallocate one position of 0219, Administrative Specialist II to 0217, Financial Services Officer (17-29440). 4. Reallocate one position of 1310, Account Clerk II to 1128, Specialist Clerk I (17-29473). 5. Reallocate one position of 7879, Health Services Trainee to 5305, Registered Nurse II (Public Health Nurse Specialty) (17-29496).
Human Resource Services	<ol style="list-style-type: none"> 6. Reallocate one position of 0278, Human Resources Technician to 0464, Disability Programs Technician (Disability Program Administration) (17-29469). 7. Reallocate one position of 0278, Human Resources Technician to 0464, Disability Programs Technician (Disability Program Administration) (17-29470). 8. Reallocate one position of 0278, Human Resources Technician to 0464, Disability Programs Technician (17-29471).
Probation	<ol style="list-style-type: none"> 9. Reallocate one position of 6270, Camp Superintendent to 6235, Superintendent, Probation (17-27996).

IV. CONSENT MATTERS	
D. <u>Classification Recommendations</u> - continued	
Department:	Re:
Sheriff's Office	<ol style="list-style-type: none"> 10. Reallocate two positions of 1093, Retired Annuitant - Safety II to 1091, Retired Annuitant II (17-29506). 11. Reallocate one position of 1314, Accounting Specialist I to 0132, Accountant (17-29508).
E. <u>Specialty Designations</u>	
Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove the specialty designation for one position #400894, job code 0305, Program Specialist, (Community Mental Health Specialty), effective 5/21/17. 2. Remove the specialty designation for one position #310040, job code 5305, Registered Nurse II, (Maternal Child Adolescent Health/Public Health Nurse Certification Specialty), effective 5/20/17. 3. Approve the specialty designation for one position #310040, job code 5305, Registered Nurse II, (Public Health Nurse Certification Specialty), effective 5/21/17.
Human Resource Services Department	<ol style="list-style-type: none"> 4. Remove the specialty designation for two positions #300848, 300882, job code 0278, Human Resources Technician, (Disability Program Administration Specialty), effective 5/21/17.
F. <u>Classification Specifications</u>	
	<ol style="list-style-type: none"> 1. Adopt the revised classification specification for 1240, Legal Secretary.