



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, October 23, 2019

(Minutes Subject to Approval at November 6, 2019 Meeting)

The Civil Service Commission will meet **Wednesday, November 6, 2019** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **D. Chang, A. Lum, R. Peterson**

Remote Location: B. Luna

Secretary: **J. Angelo**

Chief Assistant

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF OCTOBER 9, 2019 AS MAILED. 4-0

III. PUBLIC COMMENTS: None

IV. APPROVED CONSENT MATTERS - Pages 2 - 4 4-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION Held for Item VII.-1.

1. Public Employment pursuant to Government Code §54957:

job code 6730, Social Services Agency 4-0

2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Two cases)

3. 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:

**For Closed Session Item VII.-1. the Commission unanimously voted to deny the request
for an appeal hearing. 4-0**

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS: None

X. ADJOURNMENT 4-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar

1. For Appeal Hearing Case No. 2019-09, both parties have reached a settlement agreement. Removed from Hearing calendar.

B. Comparable Transfer(s)

1. Carrie Ware-Kawamoto, Marriage and Family Therapist II to Behavioral Clinician II, Health Care Services Agency

C. Examination Actions – for CSC Meeting of October 23, 2019

Ordered on 9/26/19 promotional-assembled examination:

1. Messenger, LDF 10/21/19

Ordered on 10/7/19 promotional-assembled examination:

2. Facilities Manager-Real Property Division, LDF 11/1/19

Ordered on 10/11/19 promotional-assembled examination:

3. Elections Division Manager, LDF 11/5/19

Ordered on 10/3/19 open-assembled examinations:

4. Deputy Sheriff's Recruit, LDF 10/29/19
5. Environmental Project Manager, LDF 10/29/19

Ordered on 10/4/19 open-assembled examination:

6. Library Manager I, LDF 10/28/19

Ordered on 10/8/19 open-assembled examination:

7. Rehabilitation Counselor I, LDF 11/4/19

Ordered on 10/9/19 open-assembled examinations:

8. Financial Services Officer, LDF 11/4/19
9. Human Resources Assistant I, LDF 11/4/19

Ordered on 10/14/19 open-assembled examinations:

10. Deputy Sheriff I (POST Academy Graduate), LDF 11/8/19
11. Deputy Sheriff II (Lateral), LDF 11/8/19
12. Developmental Disabilities Coordinator, LDF 11/7/19

Terminated eligible list:

13. Juvenile Institutional Officer Associate, #18-6214-01, effective 10/2/19

Extended eligible lists:

14. Emergency Services Dispatcher I, #18-1882-01, terminate on 6/5/20
15. Legal Process Clerk I, #18-1511-01, terminate on 12/24/19
16. Program Specialist (STD Option), #18-0305-02, terminate on 2/7/20
17. Designated the Deputy Probation Officer I eligible list, #18-6108-01, as an alternate list for Juvenile Institutional Officer Associate.

IV. CONSENT MATTERS - APPROVED

C. Examination Actions – for CSC Meeting of October 23, 2019 - continued

18. Designated the Secretary II eligible list, #18-1220-01, as an alternate list for Secretary I.

Miscellaneous:

19. Extended the last day for filing for Water Plant Operator II, Zone 7, #18-4943-01, from 10/7/19 to 11/1/19.
20. Extended the last day for filing for Housing and Community Development Specialist I, #19-2964-03, from 10/10/19 to 10/21/19.
21. Extended the last day for filing for Supervising Criminalist, #19-8526-02, from 10/21/19 to 11/4/19.

D. Eligible Lists

Created, approved and ordered promulgated:

1. Administrative Specialist I, #19-0218-02
2. Capital Programs Manager, #19-2218-01
3. Chief Deputy of Operations, General Services Agency, #19-0195-01
4. Deputy Chief Probation Officer, #19-6124-01
5. Deputy Director, Public Works, #19-2047-01
6. Financial Analyst, Zone 7, #19-4929-01
7. Janitor, Floor Specialist, #19-7411-01
8. Personal Computer & Network Systems Analyst, ACERA, #19-1366-01
9. Senior Land Surveyor, #19-2155-02
10. Weed and Pest Control Supervisor, #19-9536-01

E. Classification Recommendations - Approved

Department:	Re:
Assessor	<ol style="list-style-type: none"> 1. Reallocate three positions of 2615N, Appraiser II Services-As-Needed to 0321, Assessor's Communication Coord (20-34070).
Community Development Agency	<ol style="list-style-type: none"> 2. Reallocate one position of 1129, Specialist Clerk II to 1128, Specialist Clerk I (20-34000). 3. Reallocate one position of 1129, Specialist Clerk II to 1128, Specialist Clerk I (20-34002).
Library	<ol style="list-style-type: none"> 4. Reallocate one position of 4120N, Library Technician Services-As-Needed to 4120, Library Technician (20-33967). 5. Reallocate one position of 4200, Library Lead Clerk to 4120, Library Technician (20-33968). 6. Reallocate one position of 1104, Library Clerk II to 4120, Library Technician (20-33969).

IV. CONSENT MATTERS - APPROVED

E. Classification Recommendations - continued - Approved

Department:	Re:
Retirement	<ol style="list-style-type: none">7. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34028).8. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34031).9. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34032).10. Reallocate one position of 1352, Retirement Technician to 1352P, Retirement Technician Project (20-34033).

F. Specialty Designations - Approved

Department:	Re:
General Services Agency	<ol style="list-style-type: none">1. Remove the specialty designation for one position #312205, job code 9695, Real Estate Project Manager, (Portfolio Management Specialty), effective 11/3/19.

G. Classification Specifications - Approved

ACMEA General Government Unit	<ol style="list-style-type: none">1. Revise and retitle 6770, Adult Protective Services Supervisor to 6770, Adult Protection Supervisor and adopt the classification specification.
ACMEA General Government Unit	<ol style="list-style-type: none">2. Adopt the revised classification specification series 1428, Collection Supervisor I and 1430, Collection Supervisor II.
Unrepresented - Fire Management	<ol style="list-style-type: none">3. Revise and retitle 8133, Fire Public Information and Community Relations Officer to 8133, Fire Public Affairs Manager and adopt the classification specification.

ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission