



*Summary Action Minutes*  
*ALAMEDA COUNTY*  
*CIVIL SERVICE COMMISSION*

Wednesday, October 9, 2019

(Minutes Subject to Approval at October 23, 2019 Meeting)

The Civil Service Commission will meet Wednesday, October 23, 2019 at 4:00 p.m.  
in Room 201 of the Lakeside Plaza Building.

**PRESENT**

Commissioners: All Present\*  
Secretary: J. Angelo  
Chief Assistant  
County Counsel: R. Lara for A. Weddle

**I. CALLED TO ORDER**

**II. APPROVED THE MINUTES OF SEPTEMBER 25, 2019 AS MAILED. 4-0**

**III. PUBLIC COMMENTS: None**

**IV. APPROVED CONSENT MATTERS - Pages 3 - 8 4-0**

**V. COMMUNICATION(S)**

From the Human Resource Services Staff advising the Commission of the procedure for Performance Only Examinations.

**STAFF RECOMMENDATION: Adopted the procedure and the identified classifications, and authorize the Human Resource Services Director to amend the list of classifications in accordance with CSC Rule 1420, Examinations-Interview. 4-0**

**VI. APPEALS (Non-Disciplinary Matters) No Actions**

**VII. CLOSED SESSION – HELD for Item VII.-1.**

- 1. REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2019-02– OAH No. 2019030823 (Probation). 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 voted unanimously to adopt the Report and Recommendation in its entirety. 4-0

**IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:**  
\*Joe Angelo announced the sudden passing of Commissioner Handis and requested the meeting be adjourned in his honor.

**X. ADJOURNMENT**  
\*The Civil Service Commission solemnly adjourned in honor of Commissioner Dennis Handis.

#### IV. CONSENT MATTERS - APPROVED

##### A. Reinstatement Request(s)

1. Danxielle Faamausili, Eligibility Support Clerk, Social Services Agency
2. Ginger Kapualokelani Kwan, Financial Services Specialist II, Social Services Agency
3. Samara McClain, Eligibility Support Clerk, Social Services Agency
4. Christine Del Rosario Panganiban, Payroll Records Clerk, County Library
5. Jun Chao Yi, Financial Services Specialist II, Probation Office

##### B. Comparable Transfer(s)

1. Daniel King, Marriage and Family Therapist II to Behavioral Clinician II, Health Care Services Agency

##### C. Examination Actions – for CSC Meeting of October 9, 2019

Ordered on 9/20/19 Promotional-assembled examination:

1. Environmental Program Manager, LDF 10/15/19

Ordered on 9/27/19 Promotional-assembled examination:

2. Park Equipment Operator (Hayward Area Recreation & Park District), LDF 10/21/19

Ordered on 8/16/19 open-assembled examination:

3. Animal Services Supervisor, LDF 9/11/19

Ordered on 9/13/19 open-assembled examination:

4. Accounting Specialist I, LDF 10/11/19

Ordered on 9/17/19 open-assembled examination:

5. Carpenter, LDF 10/14/19

Ordered on 9/18/19 open-assembled examination:

6. Employment Counselor, LDF 10/14/19

Ordered on 9/20/19 open-assembled examination:

7. Management Analyst, LDF 10/18/19

Ordered on 9/25/19 open-assembled examination:

8. Supervising Criminalist, LDF 10/21/19

Ordered on 9/30/19 open-assembled examination:

9. Auditor-Appraiser III, LDF 10/24/19

Reopened on 10/3/19 continuous examination:

10. Deputy Agricultural Commissioner/Sealer of Weights and Measures

Terminated eligible list:

11. Information Systems Technician II, #18-0411-01, effective 9/10/19

Reinstated eligible list:

12. Clinical Review Specialist Supervisor, #17-6516-01, terminate on 3/24/20

Extended eligible list:

13. Supervising Clerk III (Promotional), #18-1140-01, terminate on 2/7/20

**IV. CONSENT MATTERS - APPROVED**

**C. Examination Actions – for CSC Meeting of October 9, 2019 - continued**

Miscellaneous:

14. Changed Deputy Agricultural Commissioner/Sealer of Weights and Measures, exam #19-8421-01 from an assembled exam to a continuous exam effective 1/30/19.

**D. Eligible Lists**

Created, approved and ordered promulgated:

1. Animal Services Supervisor, #19-8167-01
2. Assistant Deputy Director, Community Development Agency (Promotional), #19-2953-03
3. Associate Youth and Family Services Therapist, #19-6507-01
4. Deputy Sheriff II (Lateral), #19-8604-01
5. Procurement & Contracts Specialist I, #19-0172-01
6. Public Works Technical Assistant III, #19-2113-01
7. Secretary II, #18-1220-01
8. Senior Retirement Technician, #19-1353-01

**E. Classification Recommendations - Approved**

Department:	Re:
Alameda County Fire Department	1. Reallocate one position of 8140, Firefighter to 8139, Fire Public Education Assistant (20-33894).
County Administrator	2. Reallocate one position of 1229, Executive Assistant to the County Administrator to 0204, Management Associate II (20-34005).
Probation	3. Reallocate two positions of 1128, Specialist Clerk I to 1128P, Specialist Clerk I Project (20-33799). 4. Reallocate one position of 1128, Specialist Clerk I to 1128P, Specialist Clerk I Project (20-33800). 5. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33821). 6. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33822). 7. Reallocate three positions of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33823). 8. Reallocate six positions of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33824).

**IV. CONSENT MATTERS - APPROVED**

**E. Classification Recommendations - continued - Approved**

Department:	Re:
<p>Probation</p>	<ol style="list-style-type: none"> <li>9. Reallocate nine positions of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33825).</li> <li>10. Reallocate four positions of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33826).</li> <li>11. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33827).</li> <li>12. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33828).</li> <li>13. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33829).</li> <li>14. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33830).</li> <li>15. Reallocate one position of 6115, Deputy Probation Officer III to 6115P, Deputy Probation Officer III Project (20-33831).</li> <li>16. Reallocate one position of 1142, Admin Assistant to 1142P, Admin Assistant Project (20-33832).</li> <li>17. Reallocate one position of 6122, Unit Supervisor, Probation to 6122P, Unit Supervisor, Probation Project (20-33833).</li> <li>18. Reallocate one position of 6122, Unit Supervisor, Probation to 6122P, Unit Supervisor, Probation Project (20-33834).</li> <li>19. Reallocate one position of 6118, Probation Specialist to 6118P, Probation Specialist Project (20-33835).</li> <li>20. Reallocate one position of 6126, Division Director to 6126P, Division Director Project (20-33836).</li> <li>21. Reallocate one position of 1129, Specialist Clerk II to 1129P, Specialist Clerk II Project (20-33837).</li> <li>22. Reallocate one position of 1129, Specialist Clerk II to 1129P, Specialist Clerk II Project (20-33838).</li> </ol>

**IV. CONSENT MATTERS - APPROVED**

**E. Classification Recommendations - continued - Approved**

Department:	Re:
Social Services Agency	23. Reallocate one position of 1091, Retired Annuitant II to 1220, Secretary II (19-33121). 24. Reallocate one position of 1128, Specialist Clerk I to 1132, Eligibility Support Clerk (19-33245). 25. Reallocate one position of 6080, Assistant Agency Director, Social Services Agency to 6125, Divisional Operations Services Manager, Social Services Agency (19-33375). 26. Reallocate four positions of 6720, Social Worker III to 1476, Veterans Service Representative (20-33929). 27. Reallocate two positions of 6720, Social Worker III to 1128, Specialist Clerk I (20-33930). 28. Reallocate twelve positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33953). 29. Reallocate two positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33954). 30. Reallocate seven positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33955). 31. Reallocate three positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33956). 32. Reallocate one position of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33957). 33. Reallocate one position of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33958). 34. Reallocate nine positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33959). 35. Reallocate seventeen positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33960). 36. Reallocate one position of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33961).

**IV. CONSENT MATTERS - APPROVED**

**E. Classification Recommendations - continued - Approved**

<b>Department:</b>	<b>Re:</b>
Social Services Agency	<ol style="list-style-type: none"><li>37. Reallocate one position of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33962).</li><li>38. Reallocate one position of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33963).</li><li>39. Reallocate two positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33964).</li><li>40. Reallocate four positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33965).</li><li>41. Reallocate eight positions of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-33966).</li><li>42. Reallocate one position of 1128, Specialist Clerk I to 1133, Service Support Specialist (20-34007).</li></ol>

**F. Specialty Designations - Approved**

<b>Department:</b>	<b>Re:</b>
General Services Agency	<ol style="list-style-type: none"><li>1. Approve the specialty designation for one position #311981, job code 0176, Sustainability Project Manager, (Sustainability Transportation Program Specialty), effective 10/20/19.</li></ol>

**G. Classification Specifications - Approved**

BTC – Building & Construction Trades Council	<ol style="list-style-type: none"><li>1. Adopt the revised classification specification 9152, Maintenance and Construction Worker.</li></ol>
SEIU Local 1021	<ol style="list-style-type: none"><li>2. Adopt the revised classification specification 1240, Legal Secretary.</li></ol>

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

  
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Joe Angelo, Secretary to Civil Service Commission