



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, February 13, 2019

(Minutes Subject to Approval at February 27, 2019 Meeting)

The Civil Service Commission will meet **Wednesday, February 27, 2019** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present**
(Remote Location: B. Luna)

Secretary: **S. Gee for J. Angelo**

Chief Assistant

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF JANUARY 30, 2019 AS MAILED. 5-0

III. PUBLIC COMMENTS: None

IV. APPROVE CONSENT MATTERS - Pages 2 - 5 5-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(One case)
2. 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: No Actions

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

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar

1. Correspondence from Deputy County Counsel, David Nefouse, both parties have reached a settlement agreement for Case No. 2018-05, OAH No. 2018060973. Removed from hearing calendar.
2. Correspondence from Attorney Kevin Wiemer, with Mastagni Holstedt, APC, requesting an appeal hearing for Case No. 2019-01. Set for hearing.
3. Correspondence from Teamsters Local 856, Representative Malia Vella, requesting an appeal hearing for Case No. 2019-02. Set for hearing.

B. Reinstatement Request(s)

1. Terrence Boyd, Public Works Inspector III, Public Works Agency
2. Ariana Figueroa, Procurement and Contracts Specialist II, General Services Agency
3. Lily Ann Laguardia, Specialist Clerk I, Community Development Agency
4. Paul Mariveles, Specialist Clerk I, Probation Department
5. Serina Placencia, Specialist Clerk I, Health Care Services Agency
6. Nicole Tijero, Sheriff's Technician, Sheriff's Office
7. Meay Tubtim, Departmental Personnel Officer, Health Care Services Agency

C. Voluntary Demotion(s)

1. Luz Angelica Cuevas, HR Validation Processor to Human Resources Technician, Human Resource Services Department
2. Daniela De Sousa, Administrative Assistant to Specialist Clerk II, Human Resource Services Department
3. Tracy Tran, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office
4. Kacie Worth, Juvenile Institutional Officer to Specialist Clerk II, Probation Department

D. Examination Actions – for CSC Meeting of February 13, 2019

Ordered on 1/24/19 promotional-assembled examination:

1. Deputy Director, Community Development Agency (Agricultural/Weights & Measures), LDF 2/19/19

Ordered on 2/1/19 promotional-assembled examination:

2. Library Manager III, LDF 2/25/19

Ordered on 2/5/19 promotional-assembled examination:

3. Employee Benefits Specialist, LDF 3/1/19

Ordered on 1/18/19 open-assembled examinations:

4. Administrative Secretary, LDF 2/11/19
5. Librarian II, LDF 2/11/19

Ordered on 1/22/19 open-assembled examination:

6. Executive Program Coordinator, LDF 2/15/19

IV. CONSENT MATTERS - APPROVED

D. Examination Actions – for CSC Meeting of February 13, 2019 - continued

Ordered on 1/23/19 open-assembled examination:

7. Human Resources Officer II, Zone 7, LDF 2/19/19

Ordered on 1/28/19 open-assembled examinations:

8. Director, Risk Management, LDF 2/24/19
9. Librarian III, LDF 2/21/19

Ordered on 1/30/19 open-assembled examinations:

10. Deputy Agricultural Commissioner/Sealer of Weights and Measures, LDF 2/25/19
11. Supervising Clerk II, LDF 2/25/19

Ordered on 2/1/19 open-assembled examination:

12. Payroll Records Clerk, LDF 2/25/19
13. Procurement Administrator, LDF 3/1/19

Ordered on 2/6/19 open-assembled examination:

14. Supervising Child Support Attorney, LDF 3/4/19

Reopened on 1/8/19 continuous examination:

15. Fire Dispatcher, LDF 6/5/19

Reopened on 1/28/19 continuous examination:

16. Assistant Chief of Policy and Standards Compliance, LDF 2/4/19

Suspended continuous examination:

17. Human Resources Analyst I, #18-0279-01, effective 1/25/19

Reinstated eligible list:

18. Stationary Engineer, General Services Agency, #17-9670-01, terminate on 7/30/19
19. Designated the Specialist Clerk II, exam #17-1129-01, as an alternate list for Procurement & Contracts Assistant.
20. Designated the Youth & Family Services Supervisor, exam #18-6500-02, as an alternate list for Youth & Family Services Lead Therapist.

Miscellaneous:

21. Changed the Fire Dispatcher, exam #18-8220-02, from an assembled exam to a continuous exam effective 12/12/18.
22. Extended the last day for filing for Senior Program Specialist Project, exam #18-0307-01, from 1/28/19 to 2/11/19.
23. Changed the Assistant Chief of Policy and Standards Compliance, exam #18-6048-01, from an assembled exam to a continuous exam effective 10/31/18.

IV. CONSENT MATTERS - APPROVED

E. Eligible Lists

Created, approved and ordered promulgated:

1. Accounting Manager, Zone 7, #18-4910-01
2. Auto Parts Technician, #18-9408-02
3. Court Appointed Special Advocates (CASA) Volunteer Program Assistant, #18-6186-01
4. Customer Services Representative, Department of Child Support Services, #18-1154-01
5. Deputy County Counsel, #18-3230-02
6. Director, Emergency Medical Services, #18-5788-01
7. Financial Analyst, Zone 7 (Promotional), #18-4929-01
8. Information Systems Specialist, #18-0416-01
9. Planner II, #18-2930-01
10. Rehabilitation Counselor II, #18-6640-01
11. Water Facilities Supervisor, Zone 7 (Promotional), #18-4990-01

F. Classification Recommendations - Approved

Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 1215, Secretary I to 1129, Specialist Clerk II (19-32438). 2. Reallocate one position of 9402, Transportation Services Attendant to 0219, Administrative Specialist II (19-32596).
Health Care Services Agency	<ol style="list-style-type: none"> 3. Reallocate one position of 6701P, Community Outreach Worker II, Project to 0307P, Senior Program Specialist, Project (19-32390). 4. Reallocate one position of 5510P, Dental Assistant, Project to 5510, Registered Dental Assistant (19-32409). 5. Reallocate one position of 0325P, Community Relations Coordinator, Project to 0305P, Program Specialist, Project (19-32487). 6. Reallocate one position of 7879, Health Services Trainee to 5785P, Epidemiologist II, Project (19-32517). 7. Reallocate one position of 0315P, Health Care Program Administrator II, Project to 0315, Health Care Program Administrator II (Homeless Program Specialty) (19-32577).

IV. CONSENT MATTERS - APPROVED

F. Classification Recommendations - continued - Approved

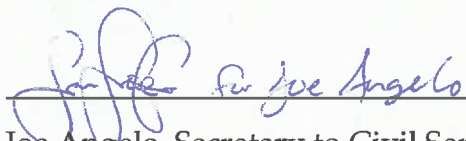
Department:	Re:
Health Care Services Agency	8. Reallocate one position of 5797NP, Health Services Consultant Services-As-Needed, Project to 0307, Senior Program Specialist (Maternal Child and Adolescent Specialty) (19-32584).
Public Defender	9. Reallocate one position of 3125, Deputy Public Defender to 1091, Retired Annuitant II (19-32639).
Sheriff's Office	10. Reallocate one position of 1128, Specialist Clerk I to 8755, Sheriff's Technician (19-32588). 11. Reallocate one position of 1140, Supervising Clerk III to 1139, Supervising Clerk II (19-32633).
Social Services Agency	12. Reallocate one position of 1128, Specialist Clerk I to 1132, Eligibility Support Clerk (19-32598).

G. Classification Specifications - Approved

	1. Adopt the revised classification specification 6910, Recruitment Specialist, Health Care Services Agency.
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ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission