



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, April 24, 2019

(Minutes Subject to Approval at May 8, 2019 Meeting)

The Civil Service Commission will meet **Wednesday, May 8, 2019** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present**
Secretary: **S. Gee for J. Angelo**
Chief Assistant
County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF APRIL 10, 2019 AS MAILED. 5-0

III. PUBLIC COMMENTS: None

IV. APPROVE CONSENT MATTERS - Pages 2 - 7 5-0
As Amended Item IV.-D.-6.

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:
(Two cases)
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:

Commissioner Handis asked when will the CSC training be scheduled. Sam Gee responded, date to be determined soon.

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - Approved

A. Reinstatement Request(s)

1. Robyn Riley, Clinical Review Specialist, Health Care Services Agency
2. Sean Veazey, Sheriff's Technician, Sheriff's Office

B. Examination Actions – for CSC Meeting of April 24, 2019

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

1. Agricultural and Standards Investigator I, LDF 5/6/19

Ordered on 4/15/19 promotional-assembled examination:

2. Disability Programs Supervisor, LDF 5/9/19
3. Public Defender Investigator II, LDF 5/10/19

Ordered on 3/22/19 open-assembled examination:

4. Sheriff's Safety Aide, LDF 4/15/19

Ordered on 4/5/19 open-assembled examination:

5. Senior Family Support Case Manager, LDF 4/29/19

Ordered on 4/8/19 open-assembled examination:

6. Associate Youth & Family Services Therapist, LDF 5/3/19

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

7. Assistant Agency Director, Social Services Agency, LDF 5/6/19
8. Library Manager I, LDF 5/6/19

Ordered on 4/11/19 open-assembled examination:

9. Registered Nurse III (Public Health Nurse), LDF 5/3/19

Ordered on 4/15/19 open-assembled examination:

10. Disability Programs Case Manager, LDF 5/9/19
11. Disability Program Technician, LDF 5/9/19

Ordered on 4/17/19 open-assembled examination:

12. Specialist Clerk I, LDF 5/13/19

Ordered on 4/19/19 open-assembled examinations:

13. Program/Financial Specialist, LDF 4/19/19
14. Secretary II, LDF 5/13/19

Terminated eligible lists effective 4/24/19:

15. Accounting Manager, Zone 7, #18-4910-01
16. Chief Departmental Human Resources Administrator, #18-0465-01

IV. CONSENT MATTERS - APPROVED

B. Examination Actions – for CSC Meeting of April 24, 2019 - continued

Reinstated eligible lists:

17. Community Outreach Worker II, #16-6701-01, terminate on 10/8/19
18. Supervising Civil Engineer (Facilities Inspection Option),
 #17-2025-01, terminate on 7/15/19
19. Supply Clerk II, #17-1710-01, terminate 6/30/19
20. Deputy Public Defender, #16-3125-01, terminate on 7/16/19

Miscellaneous:

21. Extended the last day for filing for Probation Chief of Research and
 Evaluation, exam #19-6037-01, from 4/15/19 to 4/30/19.
22. Extended the last day for filing for Division Chief, Auditor,
 exam #19-0160-01, from 4/15/19 to 4/23/19.
23. Extended the last day for filing for Auditor, exam #19-0143-01,
 from 4/15/19 to 4/23/19.

C. Eligible Lists

Created, approved and ordered promulgated:

1. Director, Risk Management, #19-0475-01
2. Hazardous Materials Specialist (Local Oversight Program), #19-5650-01
3. Housing and Community Development Specialist II, #19-2965-01
4. Human Resources Officer II, Zone 7, #19-4909-01
5. Program/Financial Specialist, #18-0306-01
6. Procurement Administrator, #19-0185-01
7. Retirement Technician, #18-1352-01

D. Classification Recommendations - Approved

Department:	Re:
Dept of Child Support Services	<ol style="list-style-type: none"> 1. Reallocate one position of 1166, Child Support Assistant II to 1240, Legal Secretary (19-32808). 2. Reallocate one position of 1166, Child Support Assistant II to 1240, Legal Secretary (19-32809). 3. Reallocate one position of 1705, Supply Clerk I to 1710, Supply Clerk II (19-32816).

IV. CONSENT MATTERS - APPROVED

D. Classification Recommendations - continued - Approved

Department:	Re:
Health Care Services Agency	4. Reallocate one position of 6510, Behavioral Clinician II to 6513, Behavioral Health Crisis Intervention Specialist II (19-32464). 5. Reallocate one position of 6510, Behavioral Clinician II to 6513, Behavioral Health Crisis Intervention Specialist II (19-32465). 6. Reallocate one position of 6497, Marriage and Family Therapist II to 6513, Behavioral Health Crisis Intervention Specialist II (19-32467). 7. Reallocate one position of 6510, Behavioral Clinician II to 6513, Behavioral Health Crisis Intervention Specialist II (19-32481). 8. Reallocate one position of 6510, Behavioral Clinician II to 6513, Behavioral Health Crisis Intervention Specialist II (19-32482). 9. Reallocate one position of 0307, Senior Program Specialist to 0308, Supervising Program Specialist (19-32486). 10. Reallocate one position of 5400N, Student Professional Worker Services-As-Needed to 5078, Deputy Director, Behavioral Health (19-32950).
Human Resource Services	11. Reallocate one position of 0272, Assistant Business Analyst to 0466, County Training and Organizational Development Specialist (19-32858).
Probation	12. Reallocate one position of 7512, Senior Food Service Worker to 6225, Institutional Supervisor II (19-32920). 13. Reallocate one position of 6990N, Transportation Worker Services-As-Needed to 1129, Specialist Clerk II (19-32921). 14. Reallocate one position of 7512, Senior Food Service Worker to 6115, Deputy Probation Officer III (19-32922).
Social Services Agency	15. Reallocate one position of 1215, Secretary I to 1220, Secretary II (19-32929).
Zone 7	16. Allocate one additional position of 4929, Financial Analyst, Zone 7 (19-32863).

IV. CONSENT MATTERS - APPROVED	
E. <u>Specialty Designations</u> - Approved	
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 Planning Specialty), effective 5/5/19. 2. Approve the specialty designation for one position #309977, job code 0308, Supervising Program Specialist, (Dental Specialty), effective 5/5/19.
Sheriff's Office	<ol style="list-style-type: none"> 3. Remove the specialty designation for one position #305332, job code 0305, Program Specialist, (Youth Development & Crime Prevention Specialty), effective 5/5/19.
F. <u>Classification Specifications</u> - Approved	
ACMEA Confidential Unit	<ol style="list-style-type: none"> 1. Adopt the revised classification specification 0464, Disability Programs Technician. 2. Recommend the Board of Supervisors establish the classification of 1134, Payroll Supervisor and adopt the classification specification.
ACMEA General Government Unit	<ol style="list-style-type: none"> 3. Adopt the revised classification specification 5320, Registered Nurse IV.
ACMEA Sheriff's Non-Sworn	<ol style="list-style-type: none"> 4. Revise and retitle 8167, Animal Control Supervisor to 8167, Animal Services Supervisor and adopt the classification specification.

IV. CONSENT MATTERS - APPROVED

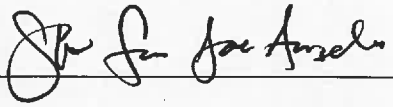
F. Classification Specifications -continued

Unrepresented - Management

5. Recommend the Board of Supervisors establish the classification of 0321, Assessor's Communications Coordinator and adopt the classification specification.
6. Revise and retitle 5071, Early, Periodic, Screening, Diagnosis and Treatment (EPSDT) Coordinator, Behavioral Health Care Services to 5071, Early, Periodic, Screening, Diagnosis and Treatment (EPSDT) Coordinator, Alameda County Behavioral Health and adopt the classification specification.
7. Revise and retitle 5090, Training Officer, Behavioral Health Care Services to 5090, Training Officer, Health Care Services Agency and adopt the classification specification.

ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission