



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, June 5, 2019

(Minutes Subject to Approval at June 19, 2019 Meeting)

The Civil Service Commission will meet Wednesday, June 19, 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: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF MAY 22, 2019 AS MAILED. 5-0

III. PUBLIC COMMENTS: None

IV. APPROVED CONSENT MATTERS - Pages 2 - 6 5-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters)

1. From the Human Resource Services Staff in response to Sharon Loveseth appeal to upgrade from a Program Specialist classification to a Senior Program Specialist classification.

The Appellant requested this matter be continued for further review. HRS Department will discuss this matter with Health Care Services Agency. The Commission by a unanimous vote of 5-0 approved the request for continuance to the December 4, 2019 meeting.

VII. CLOSED SESSION

1. **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:

Samson Gee will be attending the next meeting on June 19, 2019 for Joe Angelo.

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - APPROVED

A. Reinstatement Request(s)

1. Kamsat Huot, Eligibility Services Technician III, Social Services Agency
2. Bruce Levitch, Accounting Specialist I, Social Services Agency

B. Voluntary Demotion(s)

1. Lisa Rayson, Eligibility Services Technician I to Specialist Clerk I, Social Services Agency

C. Examination Actions – for CSC Meeting of June 5, 2019

Ordered on 5/17/19 promotional-assembled examinations:

1. Hazardous Materials Specialist (Certified Unified Program Agency), LDF 6/11/19
2. Senior Hazardous Materials Specialist (Household Hazardous Waste), LDF 6/11/19
3. Supervising Hazardous Materials Specialist (Certified Unified Program Agency), LDF 6/11/19

Ordered on 5/15/19 open-assembled examination:

4. Accounting Technician, LDF 6/10/19

Ordered on 5/17/19 open-assembled examinations:

5. Associate Right of Way Agent, LDF 6/11/19
6. Supervising Program Specialist (Dental Specialty), LDF 6/10/19

Ordered on 5/20/19 open-assembled examinations:

7. Field Maintenance Superintendent, LDF 6/14/19
8. Public Works Fleet and Infrastructure Systems Manager, LDF 6/14/19
9. Supervising Program Specialist, LDF 6/13/19

Ordered on 5/24/19 open-assembled examination:

10. Supervisor, Carpentry, Paint and Lock Services, LDF 6/18/19

Ordered on 5/29/19 open-assembled examination:

11. Fire Code Compliance Officer, LDF 6/24/19

Reopened on 5/15/19 continuous examination:

12. Registered Environmental Health Specialist, LDF 6/3/19

Reopened on 5/29/19 continuous examination:

13. Clinical Review Specialist, LDF 6/24/19

Terminated eligible lists effective 6/5/19:

14. Administrative Legal Assistant, #18-1226-01
15. Deputy Fire Marshal, #18-8147-01
16. Financial Analyst, Zone 7, #18-4929-01

IV. CONSENT MATTERS - APPROVED

C. Examination Actions – for CSC Meeting of June 5, 2019 - continued

Reinstated eligible list:

17. Appraiser III, #17-2620-01, terminate on 11/22/19

Extended eligible lists:

18. Appraiser I, #18-2610-01, terminate on 10/18/19
19. Sergeant (Promotional), #17-8617-01, terminate on 9/6/19
20. Designated the Supervising Civil Engineer (Facilities Inspection Option), exam #17-2025-01, as an alternate for Supervising Civil Engineer.

Miscellaneous:

21. Extended the last day for filing for Institutional Supervisor II, exam #19-6225-01, from 5/24/19 to 6/3/19.
22. Extended the last day for filing for Probation Chief of Research and Evaluation, exam #19-6037-01, from 5/20/19 to 6/3/19.
23. Changed the Registered Nurse III (Public Health Nurse), exam #18-5315-01 from an assembled exam to a continuous exam effective 4/11/19.
24. Extended the last day for filing for Senior Land Surveyor, exam #19-2155-01, from 5/17/19 to 5/31/19.
25. Changed the Clinical Review Specialist, exam #17-6515-01, from an assembled exam to a continuous exam effective 1/16/18.
26. Extended the last day for filing for Fire Dispatcher Trainee, exam #19-8209-01, from 5/20/19 to 5/22/19.

F. Eligible Lists

Created, approved and ordered promulgated:

1. Custodian (Hayward Area Recreation & Park District), #18-1130H-01
2. Executive Program Coordinator, #18-0232-01
3. Junior Engineer, #18-2010-01
4. Junior Environmental Compliance Specialist, #18-2067-01
5. Library Page, #19-1109-01
6. Maintenance and Construction Technician I (Hayward Area Recreation & Park District), #19-1122H-01
7. Planner I, #18-2925-01
8. Specialist Clerk I, Public Authority, #19-1128-01
9. Supervising Accountant, #18-0140-01
10. Supervising Appraiser II, #19-2625-01
11. Sheriff's Program/Financial Specialist, #19-0237-01

IV. CONSENT MATTERS - APPROVED

G. Classification Recommendations - Approved

Department:	Re:
Probation	<ol style="list-style-type: none"> 1. Reallocate one position of 6216, Juvenile Inst Officer to 6122, Unit Supervisor, Probation (19-33135). 2. Reallocate one position of 6216, Juvenile Inst Officer to 6145, Asst Chief Probation Officer (19-33136).
Sheriff's Office	<ol style="list-style-type: none"> 3. Reallocate one position of 1090, Retired Annuitant I to 1091, Retired Annuitant II (19-33126).

H. Specialty Designations - Approved

Department:	Re:
Health Care Services Agency	<ol style="list-style-type: none"> 1. Remove the specialty designation for one position #310090, job code 0305, Program Specialist, (STD Option), effective 6/16/19. 2. Approve the specialty designation for one position #310090, job code 0305, Program Specialist, (HIV/AIDS Option), effective 6/15/19. 3. Approve the specialty designation for one position #310698, job code 6640, Rehabilitation Counselor II, (Vocational Services Specialty), effective 6/16/19.
Probation Department	<ol style="list-style-type: none"> 4. Remove the specialty designation for five positions, #302835, 302840, 302846, 302851, 302913, job code 6216, Juvenile Institutional Officer, (Male Only Specialty), effective 6/16/19.
Public Works Agency	<ol style="list-style-type: none"> 5. Remove the specialty designation for one position, #303426, job code 2025, Supervising Civil Engineer, (Traffic Specialty), effective 6/16/19.

IV. CONSENT MATTERS - APPROVED

I. Classification Specifications - Approved

ACMEA General Government
Unit

1. Adopt the revised classification specification for 5784, Epidemiologist I.
2. Adopt the revised classification specification for 5785, Epidemiologist II.
3. Recommend the Board of Supervisors establish the classification of 5777, Epidemiologist III and adopt the classification specification.
4. Recommend the Board of Supervisors establish the classification of 5778, Supervising Epidemiologist and adopt the classification specification.

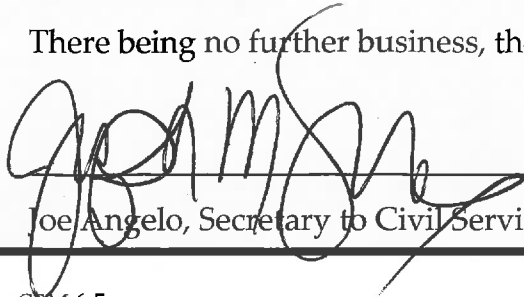
SEIU 1021

5. Adopt the revised classification series 1165, Child Support Assistant I and 1166, Child Support Assistant II.
6. Adopt the revised classification specification 1167, Child Support Assistant III.
7. Revise and retitle the classification series 1401, Child Support Caseworker I to 1401, Child Support Specialist I and 1402, Child Support Caseworker II to 1402, Child Support Specialist II.
8. Revise and retitle the classification specification 1403, Child Support Caseworker III to 1403, Child Support Specialist III.
9. Revise the classification series of 4115/4120, Library Assistant I/II to abolish the classification of 4115, Library Assistant I and retitle 4120, Library Assistant II to 4120, Library Technician.

IV. CONSENT MATTERS - APPROVED

ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission