



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, September 25, 2019

(Minutes Subject to Approval at October 9, 2019 Meeting)

The Civil Service Commission will meet **Wednesday, October 9, 2019** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

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

Absent: D. Handis

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

Chief Assistant

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF SEPTEMBER 11, 2019 AS MAILED. 4-0

III. PUBLIC COMMENTS:

Mario Gonzalez-Brito addressed the Commission with concerns from his Operating Engineers Local 3 ACMEA members and Building Trades Council members.

Kristy van Herick addressed the Commission to make a clarification regarding the presentation at the previous Commission meeting.

IV. APPROVED CONSENT MATTERS - Pages 3 - 6 4-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters)

1. From the Human Resource Services Staff in response to Kai Lin's appeal of Minimum Qualification determination for the Financial Services Specialist II Recruitment.

The Commission voted 4-0 to deny the Appeal.

2. From the Human Resource Services Staff in response to Yanna Chen's appeal of Minimum Qualification determination for the Financial Services Specialist II Recruitment.

The Commission voted 4-0 to deny the Appeal

VII. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(Three 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: None

X. ADJOURNMENT 4-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar

1. For Appeal Hearing Case No. 2019-01, OAH Case No. 2019060674, both parties have reached a settlement agreement. Removed from hearing calendar.
2. Correspondence from Will M. Yamada, Attorney with Tribuiano & Yamada, LLP, requesting an appeal hearing for Case No. 2019-09. Set for hearing.

B. Reinstatement Request(s)

1. Ruchi A Chokshi, Accounting Specialist I, Social Services Agency
2. Travoris Crosby, Eligibility Support Clerk, Social Services Agency
3. Laura Briseno Lozano, Senior Accountant, Social Services Agency
4. Oscar Ortiz-Turcios, Appraiser III, Assessor Office
5. Emma Oto, Auditor Associate II, Auditor-Controller
6. Rochanda Wellington, Eligibility Support Clerk, Social Services Agency

C. Examination Actions – for CSC Meeting of September 25, 2019

Ordered on 8/9/19 open-assembled examination:

1. Chief Deputy of Operations, General Services Agency, LDF 9/3/19

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

2. Information Systems Manager, LDF 10/4/19
3. Psychiatric Mental Health Nurse Practitioner, LDF 10/7/19

Ordered on 9/11/19 open-assembled examination:

4. Appraiser I, LDF 10/7/19

Ordered on 9/12/19 open-assembled examination:

5. Environmental Health Maintenance Worker, LDF 10/7/19

Ordered on 9/16/19 open-assembled examination:

6. Housing and Community Development Specialist I, LDF 10/10/19

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

7. Quality Assurance Administrator, LDF 10/14/19

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

8. Treasurer-Tax Collector's Specialist I, LDF 10/14/19

Reopened on 8/8/19 continuous examination:

9. Emergency Services Dispatcher I, LDF 9/3/19

Reopened on 8/13/19 continuous examination:

10. Welfare Investigator II, LDF 9/17/19

Reopened on 9/16/19 continuous examination:

11. Clinical Review Specialist Supervisor, LDF 10/14/19

Reopened on 9/18/19 continuous examination:

12. Physician III (Psychiatric Specialty), LDF 10/14/19

IV. CONSENT MATTERS - APPROVED

C. Examination Actions – for CSC Meeting of September 25, 2019 - continued

Reinstated eligible lists:

13. Registered Nurse II (Public Health Nurse Option), #17-5305-01, terminate on 12/9/19
14. Supervising Eligibility Technician, #16-1473-01, terminate on 3/3/10

Extended eligible list:

15. Deputy Sheriff's Recruit, #17-8601-01, terminate on 11/6/19
16. Designated the Supervising Program Specialist (Dental Specialty) list, #19-0308-01 as an alternate for Senior Program Specialist (Dental Option)

Miscellaneous:

17. Changed Emergency Services Dispatcher I, exam #18-1882-01, from an open-assembled to a continuous exam effective, 4/2/18.
18. Extended the last day for filing for Fire Dispatcher, exam #18-8220-02, from 9/5/19 to 12/5/19.
19. Extended the last day for filing for Water Plant Operator II, zone 7, exam #18-4943-01, from 9/6/19 to 10/7/19.
20. Extended the last day for filing for Departmental Human Resources Officer from 9/9/19 to 9/30/19.
21. Changed the Clinical Review Specialist Supervisor, exam #17-6516-01 from an assembled examination to a continuous exam effective 3/23/17.
22. Changed the Physician III (Psychiatric Specialty), exam #17-5139-01, from an assembled examination to a continuous exam effective 6/25/18.

D. Eligible Lists

Created, approved and ordered promulgated:

1. Chief, Environmental Health (Promotional), #18-5657-01
2. Deputy Fire Marshal, #19-8147-01
3. Energy Management Technician (Promotional), #19-9686-02
4. Fire Code Compliance Officer, #19-8135-01
5. Healthy Housing Rehabilitation Specialist II, #19-2956-01
6. Healthy Housing Rehabilitation Technician, #19-2984-01
7. Institutional Supervisor II, #19-6225-01
8. Librarian I, #19-4130-01
9. Program Systems Coordinator, #19-0303-01
10. Programmer I, #19-1821-01
11. Specialist Clerk I, #19-1128-02

IV. CONSENT MATTERS - APPROVED	
E. <u>Classification Recommendations</u> - Approved	
Department:	Re:
General Services Agency	<ol style="list-style-type: none"> 1. Reallocate one position of 9235, Electrician - Lineworker to 1142, Administrative Assistant (20-33840). 2. Reallocate one position of 8350, Construction Inspector to 9698, Environmental Program Manager (20-33882).
Health Care Services Agency	<ol style="list-style-type: none"> 3. Reallocate one position of 0306, Program/Financial Specialist to 0258, Countywide Initiative Program Coordinator (20-33627). 4. Reallocate one position of 0305 Program Specialist to 5056, Assistant Director, Health Care Services Agency (20-33883).
Human Resource Services	<ol style="list-style-type: none"> 5. Reallocate twenty-seven positions of 1294N, Administrative Support II (Services-As-Needed) TAP to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33889). 6. Reallocate one position of 0200N, Administrative Specialist Services-As-Needed TAP to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33890). 7. Reallocate eighty-one positions of 0611N, Professional Tec Specialist II Services-As-Needed TAPN to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33891). 8. Reallocate eighty-eight positions of 0610N, Professional Technical Specialist I Services-As-Needed TAPN to 1293N, Administrative Support I, (Services-As-Needed) TAP (20-33892).
Information Technology	<ol style="list-style-type: none"> 9. Reallocate one position of 0416, Information Systems Specialist to 1828, Infrastructure Services Technician (20-33457). 10. Reallocate one position of 1836, Infrastructure Services Engineer to 1828, Infrastructure Services Technician (20-33817).

IV. CONSENT MATTERS - APPROVED

E. Classification Recommendations - Approved

Department:	Re:
Information Technology	11. Reallocate one position of 0215, Senior Financial Services Specialist to 0219, Administrative Specialist II (20-33880).
Registrar of Voters	12. Reallocate one position of 0411, Information Systems Technician II to 1280, Elections Division Manager (20-33682).
Social Services Agency	13. Reallocate one position of 1120, Clerk II to 1128, Specialist Clerk I (19-32733). 14. Reallocate one position of 1091, Retired Annuitant II to 6796, Staff Development Specialist (19-32965).

F. Specialty Designations - Approved

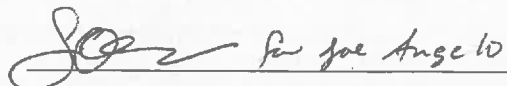
Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for one position #310451, job code 6510, Behavioral Health Clinician II, (Medicare Enrollment Specialty), effective 10/6/19. 2. Remove the specialty designation for one position #401040, job code 6492, Mental Health Specialist II, (Forensic and Spanish-Speaking Specialty), effective 10/6/19.

G. Classification Specifications - Approved

SEIU 1021	1. Adopt the revised classification specification for 1133, Service Support Specialist.
-----------	---

ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission