



A G E N D A

ALAMEDA COUNTY

CIVIL SERVICE COMMISSION

Wednesday, November 4, 2009, 4:00 P.M.

Lakeside Plaza Building
1401 Lakeside Drive, Room 222

Commissioner Ben Tate, President
Commissioner Ophelia Long, Vice-President
Commissioner Dupsi Brown-Kuria
Commissioner Arlene Lum
Commissioner Barbara Luna

Kay Winer, Interim Secretary to
Civil Service Commission
Richard Karlsson, County Counsel

I. CALL TO ORDER

II. APPROVE THE MINUTES OF OCTOBER 21, 2009 AS MAILED.

III. APPROVE CONSENT MATTERS - see Page 2.

IV. COMMUNICATION(S) No Actions

V. APPEALS (Non-Disciplinary Matters) No Actions

VI. CONFIDENTIAL MATTERS (The Commission may refer these items for confidential discussion).

VII. REPORT AND RECOMMENDATION (S)

(For Disciplinary Matters - The Commission may refer these items for confidential discussion.)

Public Employee Discipline/Dismissal/Release - Case No. 2009-03; OAH Case No. 2009060057 (Social Services Agency)

VIII. CLOSED SESSION

Conference with Legal Counsel - Potential Litigation

Significant exposure to litigation pursuant to Subdivision (B) of Government Code 54956.9

IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:

X. PUBLIC COMMENTS:

XI. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:

XII. ADJOURNMENT

III. CONSENT MATTERS

A. Reinstatement Request(s)

Sandra Alvarado, Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

Esmeraldo F. Antonio Jr., Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

Lilian E. Arenas, Deputy Probation Officer II to Child Welfare Worker I Project, Social Services Agency

Alejandra Beasley, Deputy Probation Officer II to Adult Protective Services Worker I, Social Services Agency

Patrick J.Y. Choi, Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

Nancy Cruz, Deputy Probation Officer I to Adult Protective Services Worker I, Social Services Agency

Michelle B. Dion, Deputy Probation Officer II to Juvenile Institute Officer I, Probation Dept.

Michael J. Fleming, Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

Salvador Flores, Deputy Probation Officer I to Welfare Investigator I, Social Services Agency

Simon Flores, Deputy Probation Officer II to Child Welfare Worker II Project, Social Services Agency

Vanessa D. Gomez, Deputy Probation Officer II to Child Welfare Worker I Project, Social Services Agency

Gwendolyn Jamiol, Deputy Probation Officer II to Juvenile Institute Officer I, Probation Dept.

Martha L. Lopez, Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

Carlos A. Sanchez Jr., Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

A'Dream L. Shamburger, Deputy Probation Officer I to Child Welfare Worker I Project, Social Services Agency

April O. Spikener, Deputy Probation Officer II to Child Welfare Worker I Project, Social Services Agency

Michael C. Stults, Deputy Probation Officer II to Juvenile Institute Officer I, Probation Dept

Bianca N. Turner, Deputy Probation Officer I to Juvenile Institute Officer I, Probation Dept.

Ana-Alicia Viramontes, Deputy Probation Officer II to Juvenile Institute Officer I, Probation Dept.

Charnikka Williams, Deputy Probation Officer I to Specialist Clerk II, Social Services Agency

III. CONSENT MATTERS

B. Voluntary Demotion(s)

Carlos G. Fletes Diaz, Communicable Disease Surveillance Practitioner to Public Health Investigator, Health Care Services Agency

C. Examination Actions - October 28, 2009

Order promotional-assembled examinations:

Deputy Division Director, Public Health, LDF 11/23/09
Senior Deputy County Counsel, LDF 11/23/09

Order open-assembled examination:

Accounting & Finance Manager, Public Works Agency, LDF 11/23/09

Order open-continuous examination:

Accountant-Auditor

Suspend continuous examination:

Supervising Civil Legal Secretary, #O064

D. Examination Actions - November 4, 2009

Order promotional-assembled examination:

Child Welfare Supervisor, LDF 11/30/09

Order open-assembled examinations:

Safety Technician I, Zone 7 (LDF 11/30/09)
Secretary, Zone 7, LDF 11/30/09
Equipment Mechanic (HARD), LDF 11/30/09

Order open-continuous examinations:

Nutritionist I
Pediatric Occupational Therapist
Pediatric Physical Therapist

E. Eligible Lists

Create, approve and order promulgated:

Fire Dispatcher, Exam #O050
Supervising Auditor, Exam #O062

III. CONSENT MATTERS

F. Classification Recommendations

Department:	Re:
General Services Agency	1. Reallocate one position of 1305, Account Clerk I to 1730, General Services Aide (10-00631).
Health Care Services Agency	2. Reallocate one position of 0305, Program Specialist to 5096, Consumer Family Relations Program Manager (10-00446). 3. Reallocate one position of 0219, Administrative Specialist II to 0416, Information Systems Specialist (10-00470). 4. Reallocate one position of 5070, Wellness, Recovery & Resiliency Director, Behavioral Health Care Services to 5096, Consumer Family/Relations Program Manager (10-00607). 5. Allocate two additional positions of 5683, Vector Control Officer (10-00609). 6. Allocate one additional position of 5684, Senior Vector Control Officer (10-00610). 7. Reallocate one position of 5682, Vector Control Officer, Trainee to 5683, Vector Control Officer (10-00617). 8. Reallocate one position of 5682, Vector Control Officer, Trainee to 5683, Vector Control Officer (10-00618). 9. Reallocate one position of 5682, Vector Control Officer, Trainee to 5683, Vector Control Officer (10-00619). 10. Reallocate one position of 0206P, Management Analyst (Project) to 0206, Management Analyst (Managed Care Data Specialty) (10-00627).
Sheriff's Office	11. Reallocate one position of 8617, Sergeant to 8620, Lieutenant (10-00659). 12. Reallocate one position of 1093, Retired Annuitant, Safety II to 1091, Retired Annuitant II (10-00608).

G. <u>Specialty Designations</u>	
Department:	Re:
General Services Agency	<ol style="list-style-type: none">1. Approve the specialty designation of one position, #301397, job code 0305, Program Specialist (Early Care and Education specialty), effective 11/15/09.
H. <u>Classification Specifications</u>	
	<ol style="list-style-type: none">1. Recommend that the Board of Supervisors establish the classification of 0302, Program Support Representative and adopt the classification specification.2. Recommend that the Board of Supervisors establish the classification of 1467, Workforce Services Technician and adopt the classification specification.3. Recommend that the Board of Supervisors establish the classification series of 8516, Forensic Computer Examiner I and 8517, Forensic Computer Examiner II and adopt the classification specification.4. Recommend that the Board of Supervisors establish the classification series of 0203, Management Associate I and 0204, Management Associate II and adopt the classification specification.5. Recommend that the Board of Supervisors establish the classification of 5098, Workforce Education and Training Manager, Behavioral Health Care Services and adopt the classification specification.6. Adopt the revised classification specification for 6750, Child Welfare Supervisor.