



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, August 12, 2009

(Minutes Subject to Approval at August 26, 2009 Meeting)

The Civil Service Commission will meet **Wednesday, August 26, 2009** at 4:00 p.m.
in Room 222 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present**

Interim Secretary: **K. Winer**

County Counsel: **R. Karlsson**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF JULY 29, 2009 AS MAILED. 5-0

III. APPROVED CONSENT MATTERS - 5-0

IV. COMMUNICATION(S)

1. From the Public Defender's Office advising of a reduction in force pursuant to Civil Service Rule 2004, effective September 4, 2009. **Received and filed.**
2. From the Probation Department advising of a reduction in force pursuant to Civil Service Rule 2004, effective September 4, 2009. **Received and filed.**
3. From the Sheriff's Office advising of a reduction in force pursuant to Civil Service Rule 2004, effective September 4, 2009. **Received and filed.**

V. APPEALS (Non-Disciplinary Matters)

From the Human Resource Services staff regarding the appeal of Betty Truong's request for reconsideration of denial of reclassification of Account Clerk II to Accounting Specialist I.

STAFF RECOMMENDATION: Appeal Denied 4-1
(Ayes: Long, Lum, Luna, Tate – Noes: Brown-Kuria)

VI. CONFIDENTIAL MATTERS – APPROVED 5-0

VII. FINDINGS OF FACT AND RECOMMENDATION (S)

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

1. Public Employee Discipline/Dismissal/Release – Case No. 2008-14 (Social Services Agency).
2. Public Employee Discipline/Dismissal/Release – Case No. 2008-15 (Hayward Area Parks & Recreation Department).

VIII. CLOSED SESSION HELD FOR ITEMS VII.-1. AND VII.-2.

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:

Counsel reported on actions taken for Findings of Fact and Recommendation Items VII.-1. and VII.-2.

For Item VII.-1. Case No. 2008-14, the Commission voted 5-0 to accept the Findings of Fact and Recommendation.

For Item VII.-2. Case No. 2008-15, the Commission voted 5-0 to accept the Findings of Fact and Recommendation.

X. ADJOURNMENT 5-0

III. CONSENT MATTERS - APPROVED

A. Reinstatement Request(s)

Barbara Becker, Program Specialist, Health Care Services Agency
 Paula Deen, Information Systems Manager, Depart of Child Support Services

B. Voluntary Demotion(s)

Lorena Briseno, Staff Development Supervisor to Program Specialist, Social Services Agency

C. Examination Actions – August 5, 2009

Ordered open-assembled examination:
 Auditor Associate I, LDF 8/31/09

Terminated eligible list:
 Appraiser III, #K029

D. Examination Actions – August 12, 2009

Reopened continuous examination:
 Child Welfare Worker II, LDF 8/24/09

Suspended continuous examination:
 Deputy Director, Public Works Agency, #O034, effective 7/31/09

E. Eligible Lists

Created, approved and ordered promulgated:
 Assessor's Technician I, #O044
 Family Health Services Administrator, #O056
 Golf Course Supervisor (Hayward Area Park & Recreation Dept.) #O052
 Marriage & Family Therapist II, #O045
 Redevelopment Specialist II, #O046
 Social Work Supervisor, #O041

F. Specialty Designations - Approved

Department:	Re:
Health Care Services Agency	1. Approve the specialty designation of two positions, #401072 and #401061, job code 6643, Clinical Case Manager-School Based (Spanish Speaking Specialty), effective 8/23/09.

III. CONSENT MATTERS - APPROVED

G. Classification Specifications - Approved

1. Adopt the revised classification specification for 5657, Chief, Environmental Health.
2. Adopt the revised classification specification for 6316, Clinical Psychologist.
3. Adopt the revised classification specification for 6305N, Clinical Psychologist Trainee.
4. Adopt the revised classification specification for 6515, Clinical Review Specialist, Behavioral Health Care Services.
5. Recommend that the Board of Supervisors establish the classification specification for 5097, Consumer Family Relations Program Assistant and adopt the classification specification.
6. Adopt the revised classification specification for 6635, Housing Resource Specialist, Behavioral Health Care Services.
7. Adopt the revised classification specification for 6665, Inmate Services Manager.
8. Adopt the revised classification specification for 6496, Marriage and Family Therapist I.
9. Adopt the revised classification specification for 6490, Mental Health Specialist I.
10. Adopt the revised classification specification for 6491, Mental Health Specialist II.
11. Adopt the revised classification specification for 6492, Mental Health specialist III.
12. Adopt the revised classification specification for 0303, Program Systems Coordinator.
13. Adopt the revised classification specification for 6505, Psychiatric Social Worker I.
14. Adopt the revised classification specification for 6510, Psychiatric Social Worker II.

III. CONSENT MATTERS - APPROVED

G. Classification Specifications - Approved

15. Adopt the revised classification specification for 6638, Rehabilitation Counselor I.
16. Adopt the revised classification specification for 6640, Rehabilitation Counselor II.
17. Adopt the revised classification specification series for 6781, Vocational Services Specialist I and 6782, Vocational Services Specialist II,

ADJOURNMENT

There being no further business, the meeting was adjourned.



Kay Winer, Interim Secretary