



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, JANUARY 11, 2023, 4:00 P.M.

BY VIRTUAL TELECONFERENCE ONLY

THIS MEETING WILL BE HELD BY TELECONFERENCE ONLY. NO PHYSICAL LOCATION WILL BE AVAILABLE FOR TELECONFERENCE MEETINGS. YOU MAY OBSERVE THE MEETING BY JOINING THE LIVE STREAMING AT <https://us06web.zoom.us/j/85072143645>. WRITTEN PUBLIC COMMENT MAY BE SUBMITTED BY E-MAIL TO Nina.Hinton3@acgov.org. PRIOR TO THE BEGINNING OF THE MEETING. SPOKEN PUBLIC COMMENT WILL BE ACCEPTED THROUGH THE TELECONFERENCING MEETING. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND THE BROWN ACT, THOSE REQUIRING ACCOMMODATIONS FOR THE MEETING SHOULD NOTIFY THE COMMISSION SECRETARY AT (510) 272-6435 OR Nina.Hinton3@acgov.org. AT LEAST 24 HOURS PRIOR TO THE MEETING. TELECONFERENCING GUIDELINES: MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCING GUIDELINES POSTED ON-LINE AT: <http://www.acgov.org/hrs/csc/calendar.htm>.

Commissioner Arlene Lum, President
 Commissioner Barbara Luna, Vice-President
 Commissioner Ross Peterson
 Commissioner Monica Lee

Joe Angelo, Secretary to
 Civil Service Commission
 Andrea Weddle,
 Chief Assistant County Counsel

I. CALLED TO ORDER

II. REMOTE MEETINGS (AB 361): Civil Service Commission to Receive Oral Staff Report Regarding AB 361 and to Adopt Findings for Continued Teleconference Meetings

By unanimous vote (4-0) the Civil Service Commission (“Commission”) finds that there is a continuing state of emergency declared by the Governor of the State of California that encompasses the County of Alameda. The Commission further finds that state and/or local officials have imposed or continue to recommend measures to promote social distancing. Accordingly, the Commission therefore accepts staff’s recommendation and adopts Findings for continued teleconferenced meetings in accordance with Government Code section 54953(e).

4-0

III. APPROVED THE MINUTES OF DECEMBER 14, 2022, AS MAILED.

4-0

IV. PUBLIC COMMENTS:

None

V. APPROVED CONSENT MATTERS - Pages 3 - 6

4-0

VI. COMMUNICATION(S):

None

VII. ELECTION OF CIVIL SERVICE COMMISSION OFFICERS:

The Election of Civil Service Commission Officers will be carried over to the January 25, 2023 meeting.

4-0

VIII. APPEALS (Non-Disciplinary Matters)

None

IX. CLOSED SESSION	None
1. Public Employment pursuant to Government Code §54957:	None
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code Pursuant to Government Code §54957: (One Case)	4-0
3. Conference with Legal Counsel – Potential Litigation: Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	None
X. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	No Action
<p>XI. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:</p> <p>The Secretary announced the resignation of Commissioner Julie Yim from the Civil Service Commission. The Secretary acknowledged her contribution while on the Commission, and he and fellow Commissioners wished her well as she continues to serve Alameda County within the Board of Supervisors office of Lena Tam, District 3.</p> <p>Secretary Joe Angelo also announced that, this month, he will retire from the County of Alameda as Director of Human Resources Services. He expressed how rewarding it has been to serve Alameda County in this capacity during the past notable years and thanked the Commission for their continued commitment and invaluable service to the community.</p>	
XII. ADJOURNMENT	4-0

V. CONSENT MATTERS - APPROVED

A. Hearing Calendar - None

B. Reinstatement Request(s)

1. Matthew Azbill, Supervising Clerk II, Probation.
2. Racquel Kraft, Eligibility Services Technician III, Social Services Agency.
3. Karen Mullenax, Specialist Clerk I, Health Care Services Agency.
4. Nicole Wong, Sheriff's Safety Aide, Sheriff's Office.

C. Voluntary Demotions

1. Dillon Burruss, Deputy Sheriff's Recruit to Sheriff's Safety Aide, Sheriff's Office.
2. Derrick Williams, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office.

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of December 14, 2022

Promotional-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
11/28/22	1. Chief Deputy, Administration, General Services Agency	1/20/23
12/12/22	2. Assessment Supervisor I	1/9/23
12/16/22	3. Division Commander	1/9/23
12/22/22	4. Supervising Appraiser II	1/20/23
1/4/23	5. Fire Engineer	2/3/23

Open-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
12/2/22	6. Fire Department Financial Services Manager	1/3/23
12/7/22	7. Supervising Civil Engineer	1/6/23
12/9/22	8. Agricultural & Standards Aide SAN	1/4/23
12/14/22	9. Fire Emergency Medical Dispatcher (EMD) Quality Assurance Coordinator	1/9/23
12/23/22	10. Adult Protective Services Worker II	1/25/23
12/27/22	11. Carpenter	1/23/23
12/28/22	12. Associate Right of Way Agent	1/23/23
12/28/22	13. Human Resources Analyst	1/30/23

V. CONSENT MATTERS - APPROVED

12/28/22	14. Human Resources Analyst Trainee	1/30/23
12/28/22	15. Medical Leaves and Accommodation Case Manager	1/30/23

Re-Open Continuous Examinations

RE-OPEN DATE	EXAMINATION TITLE	LDF
12/13/22	16. Water Resources Manager, Zone 7	1/10/23
12/20/22	17. Program Specialist (Consumer/Family Specialty)	1/18/23

Extend Eligible Lists

Title	Examination Number	Terminate On
18. Lieutenant (Promotional)	21-8620-01	3/31/23

Miscellaneous

19. Change the **Adult Protective Services Worker II**, Exam #22-6765-01 from open-assembled to open-continuous exam, effective 5/27/22.
20. Change the **Water Resources Manager, Zone 7**, Exam #22-4980-02 from open-assembled to open-continuous exam, effective 5/26/22.
21. Extend the last day for filing for **Administrative Legal Secretary**, Exam #22-1226-01, from 12/21/22 to 1/4/23.
22. Extend the last day for filing for **Financial Analyst, SSA**, Exam #22-0209-01, from 1/3/23 to 1/17/23.
23. Extend the last day for filing for **Information Systems Technician II**, Exam #22-0411-01, from 12/12/22 to 12/30/22.
24. Extend the last day for filing for **Principal Engineer/Geologist, Zone 7**, Exam #22-4970-01, from 12/14/22 to 1/4/23.
25. Extend the last day for filing for **Specialist Clerk I**, Exam #21-1128-01, from 12/8/22 to 12/16/22.
26. Extend the last day for filing for **Specialist Clerk II**, Exam #21-1129-01, from 12/19/22 to 1/3/23.
27. Extend the last day for filing for **Superintendent, Probation**, Exam #22-6235-01, from 12/8/22 to 1/4/23.
28. Extend the last day for filing for **Supervising Program Specialist**, Exam #21-0308-01, from 12/8/22 to 12/19/22.

G. Eligible Lists

Created Approved and Ordered Promulgated:

1. Auditor, Exam #22-0143-01.
2. Director of Community Assessment, Planning and Evaluation, Exam #21-5783-01.
3. Division Director, Behavioral Health Care Services, Exam #22-5094-01.
4. East Bay Economic Development Analyst II, Exam #22-0270-01.
5. Family Support Care Coordinator, Exam #21-6706-01.

V. CONSENT MATTERS - APPROVED

H. Classification Recommendations

Department	Regarding:
County Counsel	1. Reallocate 1 position of 0246 – Law Office Manager, to 0229 – Administrative/Financial Services Manager 23-40285
Health Care Services Agency	2. Reallocate 1 position of 0307 – Senior Program Specialist (MPCAH Option), to 23-40602 6706 – Family Support Care Coordinator (MPCAH Option) 3. Reallocate 1 position of 23-40882 5064 P – Clinical Case Management Project Manager Project, to 0305 P – Program Specialist Project 4. Reallocate 1 position of 23-40883 0220 - Supervising Administrative Specialist, to 0215 - Senior Financial Services Specialist 5. Reallocate 1 position of 23-40924 0314 P – Health Care Program Administrator I Project, to 0420 P – Information Systems Manager Project 6. Reallocate 1 position of 23-40933 0219 – Administrative Specialist II, to 6927 – Program Services Coordinator 7. Reallocate 1 position of 23-40962 5791 – Supervising Emergency Medical Services Coordinator, to 5786 – Emergency Medical Services Coordinator 8. Reallocate 1 position of 23-40967 7879 – Health Services Trainee, to 1220 – Secretary II

I. Specialty Designations - None

J. Classification Specifications

Unrepresented - Management	1. Adopt the revised classification specification of Job Code 1343 – Investment Analyst, ACERA. 2. Adopt the revised classification specification of Job Code 1346 – Investment Officer, ACERA. 3. Adopt the revised classification specification of Job Code 5056 – Assistant Director, Health Care Services Agency.
ACMEA – General Management	4. Adopt the revised classification specification of Job Code 1866 – Application Systems Engineer I. 5. Adopt the revised classification specification of Job Code 1867 – Application Systems Engineer II.

V. CONSENT MATTERS - APPROVED

6. Adopt the revised classification specification of Job Code 1868 – Application Systems Engineer III.
7. Adopt the revised classification specification of Job Code 2175 – Supervising Facilities Inspector.

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:



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JOE ANGELO, Secretary to Civil Service Commission