



Agenda
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

WEDNESDAY, FEBRUARY 8, 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/84477909399>. 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

Sam Gee, Interim Secretary to
 Civil Service Commission
 Andrea Weddle,
 Chief Assistant County Counsel

I. CALL TO ORDER

II. REMOTE MEETINGS (AB 361):

Civil Service Commission to Receive Oral Staff Report Regarding AB 361 and Recommendation to Adopt Findings for Continued Teleconference Meetings

III. APPROVE THE MINUTES OF JANUARY 25, 2023, AS MAILED.

IV. PUBLIC COMMENTS:

V. APPROVE CONSENT MATTERS - Pages 3 - 5

VI. COMMUNICATION(S):

County Counsel Presentation Regarding Teleconference Meeting Options – Review of CA Government Code Section 54953

VII. APPEALS (Non-Disciplinary Matters)

VIII. CLOSED SESSION

1. Public Employment pursuant to Government Code §54957:

2. Public Employee Discipline/Dismissal/Release pursuant to Government Code Pursuant to Government Code §54957:
 (One Case)

3. <u>Conference with Legal Counsel – Potential Litigation:</u> Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	
IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION:	
X. CIVIL SERVICE COMMISSION’S OR DIRECTOR’S REMARKS:	
XI. ADJOURNMENT	

V. CONSENT MATTERS -

A. Hearing Calendar - None

B. Reinstatement Request(s)

1. Marlisa Davis, Program Specialist, Social Services Agency.
2. Norma Grajeda, Specialist Clerk I, Community Development Agency.
3. LaShawndra Pruitt, Admin Specialist I, Health Care Services Agency.
4. Wendy Zastawney, Clinical Review Specialist, Health Care Services Agency.

C. Voluntary Demotions

1. Ryle Jessie-Williams, Eligibility Services Technician I to Eligibility Support Clerk, Social Services Agency.

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732) - None

F. Examination Actions – for CSC Meeting of February 8, 2023

Promotional-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	Last Day to File (“LDF”)
1/20/23	1. Lieutenant (Promotional)	2/15/2023

Open-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	LDF
11/21/22	2. Accountant	12/16/22
1/13/23	3. Financial Services Officer	2/7/23
1/16/23	4. Financial Services Director, SSA	2/10/23
1/25/23	5. Fire Dispatcher	2/21/23
1/25/23	6. Fire Dispatcher Trainee	2/21/23
1/27/23	7. Therapy Aide	2/21/23
1/30/23	8. Child Welfare Worker I	2/24/23

Open-Continuous Examinations

OPEN DATE	EXAMINATION TITLE	LDF
1/25/23	9. Deputy Sheriff’s Recruit	Continuous

V. CONSENT MATTERS -

Re-Open Continuous Examinations

RE-OPEN DATE	EXAMINATION TITLE	LDF
1/30/23	10. Associate Program Specialist	2/23/23
1/30/23	11. Program Specialist	2/23/23

Suspend Continuous Examinations

Title	Examination Number	Effective
12. Physician III (Pediatric Option)	21-5139-01	1/19/23

Reinstate Eligible Lists

Title	Examination Number	Terminate On
13. Senior Program Specialist	21-0307-01	1/31/24

Extend Eligible Lists

Title	Examination Number	Terminate On
14. Crew Leader	21-9515-01	5/9/23
15. Sergeant	21-8617-01	11/23/23
16. Supervising Program Specialist	21-0308-01	2/29/24

Order an Eligible List Designated as Alternative List

17. Designate the Supervising Clerk II - Exam #22-1139-01, as an alternate list for Supervising Clerk I.

Miscellaneous

18. Change the **Associate Program Specialist**, Exam #21-0301-01, from open assembled to open continuous, effective 10/12/21.
19. Change the last day for filing for the **Deputy Sheriff's Recruit**, Exam #20-8601-01, from continuous to 1/25/23.
20. Change the **Program Specialist**, Exam #21-0305-01, from open assembled to open continuous, effective 9/21/21.
21. Extend the last day for filing for **Agricultural and Standards Aide SAN**, Exam #22-8202N-01, from 1/18/23 to 2/1/23.
22. Extend the last day for filing for **Associate Right of Way Agent**, Exam #22-2515-01, from 1/23/23 to 2/6/23.
23. Extend the last day for filing for **Fire Department Financial Services Manager**, Exam #22-8141-01, from 1/13/23 to 1/26/23.
24. Extend the last day for filing for **Registered Nurse IV (PHN Option)**, Exam #22-5320-02, from 12/16/22 to 2/21/23.

V. CONSENT MATTERS -

25. Extend the last day for filing for **Supervising Therapist**, Exam #22-5870-01, from 1/18/23 to 2/21/23.

G. Eligible Lists

Create Approve and Order Promulgated:

1. Auto Mechanic, Exam #21-9420-02.
2. Food Service Worker, Exam #22-7510-01.
3. Literacy Specialist, Exam #22-4121-01.
4. Secretary I, Exam #22-1215-01.
5. Senior Engineer/Geologist, Zone 7 (Promotional), Exam #22-4967-01.

H. Classification Recommendations

Department	Regarding:	
Assessor	1. Reallocate 1 position of 2710N - Auditor Appraiser II SAN, to 1091 - Retired Annuitant II	23-40921
	2. Reallocate 1 position of 1139 - Supervising Clerk II, to 1091 - Retired Annuitant II	23-40923
Community Development Agency	3. Reallocate 1 position of 2982 - Economic and Civic Development Specialist III (Spanish Speaking), to 2982 P - Economic and Civic Development Specialist III Project	23-41068
Health Care Services Agency	4. Allocate 1 position of 0219 – Administrative Specialist II	23-40615
	5. Reallocate 1 position of 6782 – Employment Specialist II, to 0207 – Senior Management Analyst	23-40960

I. Specialty Designations

Community Development Agency	1. Remove specialty designation for position #303273 Job Code 2973 - Housing and Community Development Technician II (Cantonese/Mandarin Speaking) Effective 2/19/23
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J. Classification Specifications

Unrepresented – Fire Management	1. Adopt the revised classification specification of Job Code 8194 – Fire Department Human Resources Manager.
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