



Agenda

ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY, FEBRUARY 22, 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/88323283253>. 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 Ross Peterson, Vice-President
 Commissioner Barbara Luna
 Commissioner Monica Lee

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

I. CALL TO ORDER

II. APPROVE THE MINUTES OF FEBRUARY 8, 2023, AS MAILED.

III. PUBLIC COMMENTS:

IV. APPROVE CONSENT MATTERS - Pages 3 - 5

V. COMMUNICATION(S):

VI. APPEALS (Non-Disciplinary Matters)

VII. CLOSED SESSION

1. **REPORT AND RECOMMENDATION(S):** Public Employee Discipline/Dismissal/Release – Case No. 2022-02; OAH 2022090342 (Social Services Agency)

2. **Public Employment pursuant to Government Code §54957:**

3. **Public Employee Discipline/Dismissal/Release pursuant to Government Code Pursuant to Government Code §54957:**

4. **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:	
IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:	
X. ADJOURNMENT	

V. CONSENT MATTERS -

A. Hearing Calendar - None

B. Reinstatement Request(s)

1. Paul Eichenholtz, Specialist Clerk I, Health Care Services Agency.
2. Norma Grajeda, Specialist Clerk I, Community Development Agency.
3. Ronald Reyes, Senior Accountant, Social Services Agency.
4. Tina Tieu, Human Resources Technician, Sheriff's Office.
5. Delia Torres, E-Studio Instructional Design Trainer, Social Services Agency.

C. Voluntary Demotions

1. Joel Ildefonso, Deputy Sheriff's Recruit to Sheriff's Technician, Sheriff's Office.

D. Comparable Transfer(s) - None

E. Transfer CSC (Rule 1732)

1. Samuel Yuen, Clerk I, General Services Agency to Social Services Agency.

F. Examination Actions – for CSC Meeting of February 22, 2023

Open-Assembled Examinations

OPEN DATE	EXAMINATION TITLE	Last Day to File ("LDF")
2/1/23	1. Child Support Specialist I	2/27/23
2/6/23	2. Water Plant Operator II, Zone 7	3/6/23
2/9/23	3. Financial Services Specialist I	3/6/23

Re-Open Continuous Examinations

RE-OPEN DATE	EXAMINATION TITLE	LDF
2/6/23	4. Registered Environmental Health Specialist	3/2/23

Terminate Eligible Lists

Title	Examination Number	Terminate On
1. Senior Planner	21-2940-01	2/9/23

Reinstate Eligible Lists

Title	Examination Number	Terminate On
2. Administrative Specialist II	21-0219-01	4/10/23

Extend Eligible Lists

Title	Examination Number	Terminate On
3. Institutional Supervisor I	21-6217-01	9/30/23

V. CONSENT MATTERS -		
4. Institutional Supervisor II	21-6225-01	9/30/23
Miscellaneous		
5. Extend the Last Day of Filing for the Financial Services Director, SSA , Exam #22-6075-01 from 2/7/23 to 2/21/23.		
6. Extend the Last Day of Filing for Program Specialist (Consumer/Family Specialty) , Exam #22-0305-01, from 1/25/23 to 2/3/23.		
G. Eligible Lists		
Create Approve and Order Promulgated:		
1. Account Clerk, Zone 7 (Promotional), Exam #22-4925-01.		
2. Assessment Supervisor I (Promotional), Exam #22-2850-01.		
3. Chief Deputy, Administration, General Services Agency, Exam #22-0193-01.		
4. Chief Rehabilitation Counselor, Exam #22-6642-01.		
5. Fire Emergency Medical Dispatch (EMD) Quality Assurance Coordinator, Exam #22-8173-01.		
6. Messenger, Exam #22-1105-01.		
7. Public Defender Investigator I, Exam #22-8576-01.		
8. Stationary Engineer, GSA, Exam #22-9670-01.		
9. Superintendent, Probation, Exam #22-6235-01.		
H. Classification Recommendations		
Department	Regarding:	
Health Care Services Agency	1. Reallocate 1 position of 6646 - Senior Clinical Case Manager, Center For Healthy Schools And Communities, to 0305 - Program Specialist	22-38117
	2. Reallocate 1 position of 1485 - Health Insurance Technician, to 0214 - Financial Services Specialist II	23-40964
	3. Reallocate 1 position of 1485 - Health Insurance Technician, to 1493 - Billing Technician III	23-40965
	4. Reallocate 1 position of 5139 - Physician III, to 5320 - Registered Nurse IV	23-40971
Public Defender's Office	5. Reallocate 2 positions of 1128 - Specialist Clerk I, to 1240 - Legal Secretary	23-41066
	6. Reallocate 1 position of 1128 - Specialist Clerk I, to 1240 - Legal Secretary	23-41067

V. CONSENT MATTERS -		
Social Services Agency	7. Reallocate 1 position of 6776 - Welfare Investigator II, to 0305 - Program Specialist	23-41142
Zone 7	8. Reallocate 1 position of 4946 - Assistant Water Resources Planner, Zone 7, to 4940 - Water Conservation Coordinator, Zone 7	23-41148
I. <u>Specialty Designations</u>		
General Services Agency	1. Remove specialty designation for position #312234 Job Code 7410 - Janitor (Detention Fac Security Clear) Effective 3/5/23	
Health Care Services Agency	2. Remove specialty designation for position #400522 Job Code 0305 - Program Specialist (Quality Improvement Specialty) Effective 3/5/23	
J. <u>Classification Specifications</u>		
SEIU 1021	1. Recommend the Board of Supervisors establish the classification of Job Code 6528 - Forensic Behavioral Health Clinician I, and adopt the classification specification. 2. Recommend the Board of Supervisors establish the classification of Job Code 6529 - Forensic Behavioral Health Clinician II, and adopt the classification specification	