



Agenda

ALAMEDA COUNTY CIVIL SERVICE COMMISSION

WEDNESDAY, November 29, 2023, 4:00 P.M.

Alameda County Training and Education Center - 125 12th Street, Suite 400 (The Oakland Room), Oakland, CA

Remote/Teleconference Location: 4501 Pleasanton Avenue, Pleasanton, CA

IN-PERSON PARTICIPATION: These meeting sites are open to the public. Written public comment may be submitted by email to Nina.Hinton3@acgov.org prior to the beginning of the meeting. Spoken public comments will be accepted in-person and remotely. 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.

REMOTE/TELECONFERENCE PARTICIPATION: Members of the public may observe and participate in meetings remotely by joining the live stream at <https://us06web.zoom.us/j/84650963244> and by following the instructions in the Teleconferencing Guidelines posted on-line at <http://www.acgov.org/hrs/csc/calendar.htm>.

Commissioner Arlene Lum, President (*Excused*)
Commissioner Ross Peterson, Vice-President
Commissioner Dan Chang
Commissioner Monica Lee

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

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF NOVEMBER 15, 2023, AS MAILED

3-0

III. PUBLIC COMMENTS
Regarding VIII.1

- Six (6) representatives from SEIU Local 1021 spoke in support of the appellant and expressed agreement with the decision of the Administrative Law Judge as outlined in the Report and Recommendation.
- Deputy County Counsel Tivonna Stern spoke on behalf of the Auditor-Controller's Office, requesting that the Commission sustain the Agency's decision.

IV. APPROVED CONSENT MATTERS (Pages 3 – 6)

3-0

V. REGULAR AGENDA

1. From Human Resource Services Staff regarding an Administrative Update to Civil Service ("CS") Rule 1824, Separation, Suspension, Reduction in Rank or Compensation before Completion of a Probation, in accordance with Civil Service Rule 1200, Authority.

STAFF RECOMMENDATION: Adopt Rule Change and Submit to Board of Supervisors for Approval. **APPROVED**

3-0

VI. COMMUNICATION(S)

None

VII. APPEALS (Non-Disciplinary Matters)

None

VIII. CLOSED SESSION	
1. REPORT AND RECOMMENDATION(S): Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 Case No. 2023-02; OAH 2023061049 (Auditor-Controller’s Office)	3-0
2. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957	None
3. Conference with Legal Counsel – Potential Litigation: Significant exposure to litigation pursuant to Subdivision (B) of Government Code §54956.9	None
IX. COUNTY COUNSEL REPORT ON ACTION TAKEN IN CLOSED SESSION	
Regarding Agenda Item VIII.1: The CSC voted unanimously to adopt the Administrative Law Judge’s Report and Recommendation (3-0), with the following modification: The disciplinary action of termination is reduced to a ten-day suspension without pay and benefits, and without the necessity to reinstate any vacation leave accruals that were paid out in cash upon termination.	
X. CIVIL SERVICE COMMISSION (“CSC”) OR DIRECTOR REMARKS	
XI. ADJOURNMENT	3-0

IV. CONSENT MATTERS		APPROVED	
A. Hearing Calendar.		None	
B. Reinstatement Request(s).			
Trans. #	Name	Classification Title	Agency/Department
1.	Alexander Madrid	Associate Right of Way Agent	Public Works Agency
2.	Mahogany Spears	Forensic Behavioral Health Clinician I	Health Care Services Agency
C. Voluntary Demotion(s).		None	
D. Comparable Transfer(s).		None	
E. Transfer CSC (Rule 1732).		None	
F. Examination (“Exam”) Actions.			
Recommend approving the following:			
1. Promotional Assembled			
Trans. #	Classification Title	Open Date	Last Day to File
1.	Sergeant (Promotional)	11/2/23	11/28/23
2.	Fire Department General Services Manager (Promotional)	11/9/23	12/11/23
3.	Fire Department Fleet Services Manager (Promotional)	11/9/23	12/11/23
2. Open Assembled			
Trans. #	Classification Title	Open Date	Last Day to File
4.	Assistant Deputy Director, Community Development Agency	11/9/23	12/4/23
3. Re-Open Continuous			
Trans. #	Classification Title	Re-Open Date	Last Day to File
5.	Stationary Engineer, PWA	11/17/23	12/1/23
6.	Traffic Sign Worker	11/17/23	12/1/23
4. Terminate Eligible Lists.			
Trans. #	Classification Title	Exam #	Termination Date
7.	Civil Paralegal	22-1583-01	11/17/23
5. Reinstate Eligible Lists.			
Trans. #	Classification Title	Exam #	Termination Date
8.	Crew Leader	21-9515-01	5/17/24
9.	Appraiser III	20-2620-01	5/17/24

IV. CONSENT MATTERS APPROVED

6. Extend Eligible Lists.

Trans. #	Classification Title	Exam #	Termination Date
10.	Supervising Clerk II	22-1139-01	6/30/24
11.	Associate Civil Engineer	22-2021-01	3/21/24

7. Miscellaneous

a) Change Exam

Trans. #	Classification Title	Exam #	From	To	Effective
12.	Stationary Engineer, PWA	23-9671-01	Open Assembled	Continuous	3/27/23
13.	Traffic Sign Worker	23-9110-01	Open Assembled	Continuous	7/25/23

G. Eligible Lists.

Recommend approving the following:

Create, approve, and order to promulgate the following:

Trans. #	Classification Title	Exam #
1.	Assessor's Representative (Promotional)	22-2622-01
2.	Building Inspector I	23-8305-01
3.	Contract Compliance Officer (Promotional)	23-0481-01
4.	Janitor Floor Specialist, Detention Facilities	22-7417-01
5.	Maintenance and Operations Manager	23-9527-01
6.	Planner II	23-2930-01
7.	Probation Specialist	23-6118-01

H. Classification Recommendations.

Adopt the classification recommendation(s) noted below and submit recommendation to the BOS to approve the action of the CSC.

1. Reclassify Positions

Trans. #	# of Pos.	Job Code	Classification Title From	Job Code To	Classification Title	Control #
Health Care Services Agency						
1.	1	5305	Registered Nurse II (PHN)	6708	Senior Family Support Case Manager	24-42201
2.	1	0219	Administrative Specialist II	0277	Human Resources Support Supervisor	24-42204

IV. CONSENT MATTERS APPROVED

Trans. #	# of Pos.	Job Code	Classification Title From	Job Code	Classification Title To	Control #
Human Resource Services						
3.	1	0281	Principal Labor Relations Analyst	0292	Labor Relations Manager	24-42164
Probation Department						
4.	1	1120	Clerk II	1129	Specialist Clerk II	24-41851
Social Services Agency						
5.	1	1120	Clerk II	1132	Eligibility Support Clerk	24-42213
6.	1	1131	Data Input Clerk	1132	Eligibility Support Clerk	24-42214

2. Specialty Designations

Recommend Approving the following:

a) Remove

Trans. #	Job Code	Classification Title	Position #	Specialty	Effective
Health Care Services Agency					
7.	0305	Program Specialist	310182	MPCAH Option	12/10/23
Social Services Agency					
8.	1133	Service Support Specialist	402497	Public Authority	11/26/23
9.	1133	Service Support Specialist	402501	Public Authority	11/26/23

b) Add

Trans. #	Job Code	Classification Title	Position #	Specialty	Effective
Community Development Agency					
10.	0219	Administrative Specialist II	303264	Spanish Speaking	12/10/23
Health Care Services Agency					
11.	0305 P	Program Specialist Project	404164	Nutrition Education	12/10/23
Library Services					
12.	4140	Librarian II	311631	Spanish Speaking	12/10/23
Public Defender's Office					
13.	3125 P	Deputy Public Defender Project	404145	Post Conviction Unit	12/10/23

IV. CONSENT MATTERS **APPROVED**

3. Classification Specifications.

Adopt the revised classification specification(s) noted below:

a) Revise

Trans. #	Job Code	Classification Title	Unit
14.	5141	Physician IV	ACMEA
15.	5143	Physician V	ACMEA
16.	6525	Behavioral Health Clinical Supervisor	ACMEA
17.	6527	Behavioral Health Clinical Manager	ACMEA
18.	9525	Field Maintenance Supervisor	ACMEA
19.	6710	Social Worker I	SEIU
20.	6715	Social Worker II	SEIU
21.	6720	Social Worker III	SEIU

b) New

Recommend Approving the following and submit recommendation to the BOS to establish the classification and adopt the new classification specification(s) noted below:

Trans. #	Job Code	Classification Title	Unit
22.	2118	Supervising Safety Officer	ACMEA

ADJOURNMENT

There being no further business, the meeting was adjourned.

DocuSigned by:



977E8A6A6F46406...

SAM GEE, Interim Secretary to Civil Service Commission