



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, May 24, 2017

(Minutes Subject to Approval at June 7, 2017 Meeting)

The Civil Service Commission will meet **Wednesday, June 7, 2017** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present - (From Remote Locations: Booth and Luna)**

Secretary: **K. Mount**

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF MAY 10, 2017 AS MAILED. 5-0

III. PUBLIC COMMENTS: None

IV. APPROVED CONSENT MATTERS - Pages 2 - 4 As Amended Items IV.-C. 1. & 6. 5-0

V. COMMUNICATION(S) No Actions

VI. APPEALS (Non-Disciplinary Matters) No Actions

VII. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957:
(One case)
2. **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: No Report

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS:

Kathy Mount, Interim HRS Director and Secretary to the Civil Service Commission announced to the Commission that she will be leaving her position with the HRS Department effective June 30, 2017, to take a position as Chief Counsel with ACERA. Lilybell Nakamura will be staffing the Civil Service Commission until the position is filled.

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - APPROVED

A. Reinstatement Request(s)

Ramona Corona, Human Resources Technician, Sheriff's Office

B. Voluntary Demotion(s)

Henry Tom, Criminalist III to Sheriff's Technician, Sheriff's Office

C. Examination Actions – for CSC Meeting of May 24, 2017

Ordered on 5/5/17 promotional-assembled examination:

1. Director of Operations & Management Services, Community Development Agency, LDF 5/30/17

Ordered on 5/8/17 promotional-assembled examination:

2. Associate Civil Engineer/Professional Geologist, Zone 7, LDF 6/1/17

Ordered on 5/12/17 promotional-assembled examination:

3. Assessment Supervisor II, LDF 6/6/17

Ordered on 5/3/17 open-assembled examination:

4. Assistant Chief Therapist, LDF 5/30/17

Ordered on 5/12/17 open-assembled examination:

5. Street Sweeper Operator, LDF 6/6/17

Ordered on 5/17/17 open-assembled examination:

6. Water Resources Technician I, Zone 7, LDF 6/12/17

Ordered on 5/19/17 open-assembled examination:

7. Maternal Paternal Child & Adolescent Administrator, LDF 6/13/17

Miscellaneous:

8. Extended the last day for filing for Field Maintenance Superintendent, exam #17-9527-01, from 5/5/17 to 5/12/17.
9. Cancelled the Financial Services Specialist I, exam #17-0213-01, effective 5/3/17.
10. Extended the last day for filing for Family Support Case Manager, exam #16-6707-01, from 5/15/17 to 5/16/17.
11. Consolidated the Deputy Sheriff Recruit's eligible lists, for exam #16-8601-01 and exam #17-8601-01 into exam #17-8601-01.

D. Eligible Lists

Created, approved and ordeedr promulgated:

1. Assistant Chief Probation Officer, #17-6145-01
2. Deferred Compensation Specialist (Promotional), #17-1540-01
3. Fingerprint Examiner, #16-1283-01
4. Fire Information Systems Manager, #16-8211-01
5. Librarian I (Promotional), #17-4130-01
6. Librarian II (Promotional), #17-4140-01
7. Supervising Environmental Health Specialist (Promotional), #16-5675-01
8. Water Plant Operator III, Zone 7, #17-4944-01

IV. CONSENT MATTERS - APPROVED

E. Classification Recommendations - Approved

Department:	Re:
General Services Agency	1. Reallocate one position of 7410, Janitor to 7415, Lead Janitor (17-29601).
Health Care Services Agency	2. Reallocate one position of 6701, Community Outreach Worker II to 6706, Family Support Care Coordinator (17-28106). 3. Reallocate one position of 0305, Program Specialist to 0305P, Program Specialist Project (Epidemiology Option) (17-29516). 4. Reallocate one position of 1128, Specialist Clerk I to 0214, Financial Services Specialist II (17-29545). 5. Reallocate one position of 6706, Family Support Care Coordinator to 6707, Family Support Case Manager (17-29546). 6. Reallocate one position of 5141, Physician IV to 5782, Epidemiology Research Scientist (17-29607).

F. Specialty Designations - Approved

Department:	Re:
Health Care Services Agency	1. Remove the specialty designation for two positions #309986, 310271; job code 0305, Program Specialist, (Epidemiology Specialty), effective 6/3/17. 2. Approve the specialty designation for three positions #309986, 310271, 311079; job code 0305, Program Specialist, (Maternal Child Adolescent Health Specialty), effective 6/4/17. 3. Approve the specialty designation for one position #310713; job code 0305P, Program Specialist (Project), (Maternal Child Adolescent Health Specialty), effective 6/4/17.

IV. CONSENT MATTERS - APPROVED

G. Classification Specifications - Approved

1. Recommend that the Board of Supervisors establish the classification of 5061, Care Connect Deputy Director and adopt the classification specification.
2. Recommend that the Board of Supervisors establish the classification of 5062, Care Connect Systems Integration Administrator and adopt the classification specification.
3. Adopt the revised classification specification for 5792, Nutritionist I.
4. Adopt the revised classification specification for 5795, Nutritionist II.
5. Adopt the revised classification specification for 9531, Public Works Fleet and Infrastructure Systems Manager.
6. Adopt the revised classification specification for 6320, Senior Clinical Psychologist.

ADJOURNMENT

There being no further business, the meeting was adjourned.



Kathy Mount, Secretary to Civil Service Commission