



Summary Action Minutes
ALAMEDA COUNTY
CIVIL SERVICE COMMISSION

Wednesday, September 26, 2018

(Minutes Subject to Approval at October 10, 2018 Meeting)

The Civil Service Commission will meet **Wednesday, October 10, 2018** at 4:00 p.m.
in Room 201 of the Lakeside Plaza Building.

PRESENT

Commissioners: **All Present**

Secretary: **J. Angelo**

Chief Assistant

County Counsel: **A. Weddle**

I. CALLED TO ORDER

II. APPROVED THE MINUTES OF SEPTEMBER 12, 2018 AS MAILED. 5-0

III. PUBLIC COMMENTS: None

IV. APPROVE CONSENT MATTERS - Pages 2 - 4 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:
(Five cases)
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 Actions

IX. CIVIL SERVICE COMMISSION'S OR DIRECTOR'S REMARKS: None

X. ADJOURNMENT 5-0

IV. CONSENT MATTERS - APPROVED

A. Hearing Calendar

1. Correspondence from Angela Osayande, SEIU Local 1021 Representative, requesting an appeal hearing for Case No. 2018-09. **Set for hearing.**

B. Reinstatement Request(s)

1. Eunju Fewel, Library Clerk II, County Library
2. Alicia Renee Smith, Specialist Clerk I, Social Services Agency
3. Michelle Thompson, Behavioral Clinician II Project, Health Care Services Agency

C. Voluntary Demotion(s)

1. Edelweiss Alon, Supervising Financial Services Specialist to Financial Services Specialist II, Health Care Services Agency

D. Examination Actions – for CSC Meeting of September 26, 2018

Ordered on 8/23/18 open-assembled examination:

1. Senior Hazardous Materials Specialist (Certified Unified Program Agency), LDF 9/17/18

Ordered on 8/29/18 open-assembled examination:

2. Chief Departmental Human Resources Administrator, LDF 9/24/18

Ordered on 8/31/18 open-assembled examination:

3. Building Equipment Maintenance Worker, LDF 9/25/18

Ordered on 9/7/18 open-assembled examination:

4. Employment Specialist II, LDF 10/2/18

Ordered on 9/12/18 open-assembled examination:

5. Secretary I, LDF 10/8/18
6. Supervising Administrative Specialist, LDF 10/8/18

Ordered on 9/13/18 open-assembled examination:

7. Hazardous Materials Specialist (Certified Unified Program Agency), LDF 10/8/18

Ordered on 9/17/18 open-assembled examination:

8. Housing and Community Development Specialist I, LDF 10/11/18

Ordered on 9/19/18 open-assembled examination:

9. Program Services Coordinator, LDF 10/15/18

Ordered on 9/17/18 open-continuous examination:

10. Registered Environmental Health Specialist, LDF 10/15/18

Ordered on 9/18/18 open-continuous examination:

11. Registered Nurse II, LDF 10/12/18

Reopened on 9/6/18 continuous examination:

12. Deputy Sheriff's Recruit, LDF 10/2/18

IV. CONSENT MATTERS - APPROVED

D. Examination Actions – for CSC Meeting of September 26, 2018 - continued

Reinstated eligible list:

- 13. Benefits Auditor, #15-0267-01, terminate on 3/13/19

Extended eligible lists:

- 14. Facilities Manager, #17-9690-01, terminate on 5/3/19
- 15. Heavy Equipment Operator, #16-9355-01, terminate on 4/25/19
- 16. Designated the Registered Nurse II (Public Health Nurse), #17-5305-01 as an alternate list for Registered Nurse II.

Miscellaneous:

- 17. Changed the Deputy Sheriff's Recruit, exam #17-8601-01, from an assembled exam to a continuous exam effective 1/4/18.
- 18. Extended the last day for filing for the Public Works Inspector III exam #18-2162-01 to 10/31/18.
- 19. Extended the last day for filing for the Juvenile Institutional Officer Associate exam #18-6214-01 to 9/25/18.
- 20. Extended the last day for filing for the Senior Planner exam #18-2940-01 to 10/3/18.
- 21. Extended the last day for filing for the Program Specialist (Registered Dietitian & Diabetes Health Educator) exam #18-0305-01 to 10/4/18.
- 22. Extended the last day for filing for the Assistant County Counsel exam #18-3245-01 to 9/28/18.

E. Eligible Lists

Created, approved and ordered promulgated:

- 1. Chief of Policy and Standards Compliance, #18-6049-01
- 2. Financial Services Deputy Director, Social Services Agency, #18-6070-02
- 3. Fire Dispatcher, #18-8220-01
- 4. Landscape and Grounds Supervisor, #18-9689-01
- 5. Public Information Specialist, #18-0320-01
- 6. Risk Analyst, #18-0489-01
- 7. Stationary Engineer, Public Works Agency, #18-9671-01
- 8. Supervisor of Professional Standards, Probation, #18-8586-01
- 9. Vector Control Biologist, #18-5690-01

F. Classification Recommendations - Approved

Department:	Re:
Public Defender	1. Reallocate one position of 0221, Administrative Services Officer to 0229, Administrative /Financial Services Manager (19-31792).

IV. CONSENT MATTERS - APPROVED

F. Classification Recommendations - Approved

Department:	Re:
Sheriff's Office	2. Reallocate three positions of 1128, Specialist Clerk I to 8755, Sheriff's Technician (19-31793).

G. Specialty Designations - Approved

Department:	Re:
Health Care Services Agency	1. Approve the specialty designation for one position #310106, job code 6701, Community Outreach Worker II, (Spanish Speaking Specialty), effective 10/7/18. 2. Approve the specialty designation for one position #402666, job code 6715P, Social Worker II (Project), (Cantonese/Mandarin Speaking Specialty), effective 10/7/18.
Social Services Agency	3. Remove the specialty designation for one position #402560, job code 1220, Secretary I, (Public Authority Specialty), effective 10/7/18.

H. Classification Specifications - Approved

	1. Adopt the revised classification specification for 0143, Auditor. 2. Adopt the revised classification specification for 6505, Behavioral Health Clinician I.
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ADJOURNMENT

There being no further business, the meeting was adjourned.



Joe Angelo, Secretary to Civil Service Commission