



**MINUTES OF THE REGULAR MEETING  
OF THE  
CIVIL SERVICE BOARD OF THE CITY OF ALAMEDA  
WEDNESDAY, April 3, 2019**

1. **CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by President, Marguerite Malloy.

2. **ROLL CALL:**

PRESENT: President Marguerite Malloy, Members Bob Barde, John Nolan, Troy Hosmer, Human Resources Director and Executive Secretary of the Civil Service Board, Nancy Bronstein

ABSENT: Vice President Jan Brandt

STAFF PRESENT: Chris Low, Senior Human Resources Analyst  
Sabina Netto, Senior Human Resources Analyst  
Jessica Romeo, Human Resources Analyst II  
Steven Woo, Human Resources Analyst I  
Nafisah Ali, Administrative Technician III  
Michael Roush, City Attorney's Office

3. **MINUTES:**

Member Nolan moved to accept the January 09, 2019 Minutes. Motion was seconded by Member Hosmer which was passed by a 3-0 vote (Bob Barde abstained from vote).

4. **CONSENT CALENDAR:**

**4-A. SUMMARY REPORT OF EXAMINATION ELIGIBLE LISTS AND CLASSIFICATIONS FOR April 3, 2019.**

**4-A-i. ELIGIBLE LIST ESTABLISHED**  
(December 1, 2018 – February 28, 2019)

**DATE ESTABLISHED**

**EXAM NO.**

Accountant II

01/15/2019

2018-1680-0

|  |            |              |
|--|------------|--------------|
| Administrative Technician III - Promotional      | 01/09/2019 | 2018-1460-01 |
| Division Chief – Promotional                     | 12/18/2018 | 2018-4550-01 |
| Fire Administrative Services Manager             | 01/31/2019 | 2018-4605-02 |
| Information Technology Manager – Promotional     | 02/11/2019 | 2019-1684-01 |
| Library Technician                               | 02/13/2019 | 2018-3515-01 |
| Maintenance Worker II - Promotional              | 01/24/2019 | 2019-2520-01 |
| Procurement Analyst                              | 02/21/2019 | 2019-7160-01 |
| Safety Officer                                   | 01/16/2019 | 2018-7710-01 |
| Senior Fire Code Compliance Officer              | 01/08/2019 | 2018-3247-01 |
| System Operator                                  | 02/20/2019 | 2018-7760-01 |
| Utility Energy Analyst (Utility Program Manager) | 01/30/2019 | 2018-7630-01 |

Police Officer

|                           |            |              |
|---------------------------|------------|--------------|
| Aliping, Bryan            | 12/18/2018 | 2017-4057-02 |
| Baclagan, Rollie          | 02/12/2019 | 2017-4057-02 |
| Balfour, Kristian Grant   | 02/12/2019 | 2017-4057-02 |
| Beckelman, Travis Dean    | 01/29/2019 | 2017-4057-02 |
| Bennett, Shaniqua         | 02/12/2019 | 2017-4057-02 |
| Berggren, John Edward     | 12/03/2018 | 2017-4057-02 |
| Bollong, Marissa Erin     | 02/25/2019 | 2017-4057-02 |
| Borg, Damien              | 01/15/2019 | 2017-4057-02 |
| Cabrera, Jakob            | 12/03/2018 | 2017-4057-02 |
| Chew, Kasey               | 01/15/2019 | 2017-4057-02 |
| Claiborne, Zachary Jacob  | 02/25/2019 | 2017-4057-02 |
| Cordova, William          | 12/18/2018 | 2017-4057-02 |
| Dangerfield, Brian        | 02/25/2019 | 2017-4057-02 |
| Davis, Christopher        | 02/12/2019 | 2017-4057-02 |
| De Andrade, Eduardo       | 02/26/2019 | 2017-4057-02 |
| Dean, Taylor              | 01/29/2019 | 2017-4057-02 |
| Elpedes, Theodore         | 01/15/2019 | 2017-4057-02 |
| Finley, Dustin            | 01/15/2019 | 2017-4057-02 |
| Finney, Daniel Klaus      | 12/03/2018 | 2017-4057-02 |
| Garibaldi, Ross           | 12/03/2018 | 2017-4057-02 |
| Garrison, Gregory Carl    | 01/29/2019 | 2017-4040-01 |
| Guerra, Noel              | 02/25/2019 | 2017-4057-02 |
| Gutierrez, David Antonio  | 02/25/2019 | 2017-4057-02 |
| Hankton, Samuel Ramon     | 12/03/2018 | 2017-4057-02 |
| Hunter, Kristopher Thomas | 12/03/2018 | 2017-4040-01 |
| Hurwitz, Marc             | 01/14/2019 | 2017-4040-01 |
| Isquirido, Dylan Luke     | 01/29/2019 | 2017-4057-02 |
| Johnson, Kyle William     | 12/18/2018 | 2017-4057-02 |
| Johnson, Rachael          | 01/15/2019 | 2017-4057-02 |
| Jones, Lasalle            | 12/03/2018 | 2017-4057-02 |
| Kadirzada, Edrees         | 01/29/2019 | 2017-4057-02 |
| Lee, Daphne               | 02/25/2019 | 2017-4057-02 |
| Lee, Jr., Gregory         | 01/29/2019 | 2017-4057-02 |
| Lopez, Angelo Romano      | 02/25/2019 | 2017-4057-02 |
| Luiz, Robert              | 02/12/2019 | 2017-4057-02 |
| Martinez, Justin Rian     | 12/18/2018 | 2017-4057-02 |
| McGinity, Eric            | 12/03/2018 | 2017-4057-02 |
| Molina, Edwin Alonzo      | 12/03/2018 | 2017-4057-02 |
| Nelson, Samuel            | 02/25/2019 | 2017-4057-02 |
| Ortega, Juan Manuel       | 01/20/2019 | 2017-4057-02 |
| Perez, Andrew Vincent     | 12/18/2018 | 2017-4057-02 |
| Ratto, Steven             | 01/29/2019 | 2017-4057-02 |

|                       |            |              |
|-----------------------|------------|--------------|
| Rivera, Jerry         | 01/29/2019 | 2017-4040-01 |
| Rodinsky, Christopher | 12/18/2018 | 2017-4057-02 |
| Shaghasi, Ahmed       | 12/18/2018 | 2017-4057-02 |
| Singh, Hardip         | 01/15/2019 | 2017-4057-02 |
| Taylor, LaDarius Akem | 01/29/2019 | 2017-4057-02 |
| Tinagero, Robert Ben  | 01/15/2019 | 2017-4057-02 |
| Valdez, Eric          | 02/25/2019 | 2017-4057-02 |
| Wilkinson, Chad       | 01/15/2019 | 2017-4057-02 |
| Wynn, Yulia           | 12/18/2018 | 2017-4057-02 |
| Yi, Jonathan          | 01/29/2019 | 2017-4040-01 |

| <b>4-A-ii. ELIGIBLE LIST EXTENDED</b>              | <b>DATE ESTABLISHED</b> | <b>EXAM NO.</b> |
|--|-------------------------|-----------------|
| Apprentice Lineworker                              | 01/17/2018              | 2017-7785-02    |
| City Engineer                                      | 01/31/2018              | 2017-3180-01    |
| Deputy City Clerk                                  | 06/27/2018              | 2018-1590-01    |
| Firefighter (Paramedic)                            | 08/23/2018              | 2018-4500-01    |
| Gardener   | 06/28/2017              | 2017-21         |
| Intermediate Clerk                                 | 07/25/2018              | 2018-1510-01    |
| Management Analyst (Community Development Analyst) | 01/29/2018              | 2017-1420-02    |
| Park Maintenance Foreperson                        | 06/26/2018              | 2018-5230-01    |
| Police Sergeant                                    | 08/02/2018              | 2018-4030-01    |
| Public Safety Dispatcher                           | 07/12/2018              | 2018-4074-01    |
| Public Works Maintenance Foreperson                | 06/13/2018              | 2018-2555-01    |

| <b>4-A-iii. ELIGIBLE LIST EXPIRED/<br/>CANCELLED/EXHAUSTED</b> | <b>DATE ESTABLISHED</b> | <b>EXAM NO.</b> |
|--|-------------------------|-----------------|
| Apprentice Electrical Maintenance Technician                   | 12/04/2017              | 2017-7790-02    |
| Assistant City Attorney II – Real Estate                       | 09/10/2018              | 2018-1013-01    |
| Assistant Engineer   | 10/24/2018              | 2018-3120-01    |
| Associate Civil Engineer                                       | 10/24/2018              | 2018-3140-01    |
| Information Technology Manager – Promotional                   | 02/11/2019              | 2019-1684-01    |
| Library Technician   | 12/18/2018              | 2017-3515-01    |
| System Operator Trainee  | 02/09/2018              | 2017-7761-01    |
| Senior Energy Resources Analyst                                | 09/24/2018              | 2018-7073-01    |

**4-A-iv. LIST OF SPECIFICATIONS**

**Existing Classification Specification Revision:**

- Combination Building Inspector to Combination Building Inspector II

**New Classification Specifications:**

- Combination Building Inspector I

Human Resources Director Bronstein requested time to comment on the format of continuous eligible lists, particularly regarding listing all the candidate names for police recruitments and HR would prefer to show continuous lists without the names. With the use of technology, the names on lists can now be tracked and aged off automatically.

Member Barde asked why listing the names was uncomfortable. HR Director Bronstein replied this report is public information and we want to provide privacy to candidates if they are applying to many agencies. Member Nolan commented he thought it was strange that only police names were listed, but no other recruitments. Member Barde asked how public this info is. HR Director Bronstein responded that the information is posted on the City's website. Analyst Romeo stated that there are other continuous eligible lists, such as Combination Building Inspector, and job seekers might not want current employees to know they are looking. HR Director Bronstein described the potential new reporting method of removing names and possibly listing number of eligible candidates. Member Troy asked why names fall off the police lists and Bronstein responded that six months give us enough time to get them through the recruitment process and know if they will be hired or not.

Member Nolan mentioned the good diversity of names on the police list. Member Barde asked if we were getting good mix of diversity. President Malloy suggested it is not this body's purview to determine diversity in hiring, rather that is the City's. HR Director Bronstein indicated we could share the diversity report with CSB when prepared for Fire and Police departments.

**Member Hosmer moved to approve Consent Calendar items 4-A-i, 4-A-ii, and 4-A-iii. Motion was seconded by Member Nolan, which was passed by a 4-0 vote.**

Items under section 4-A-iv were pulled for further discussion. President Malloy asked if there was any distinction between the Combination Building Inspector I and II specs. HR Director Bronstein described the difference as a level I would require supervision. President Malloy further asked if recruitments would be flexible. HR Director Bronstein responded that the City does not currently use flexible staffing, but hopes to bring the topic back to the Civil Service Board to request flexible staffing.

**President Malloy moved to approve Consent Calendar item 4-A-iv. Motion was seconded by Member Barde, which was passed by a 4-0 vote.**

5. **REGULAR AGENDA ITEMS:**

**5-A. Activity Report – Period of December 1, 2018 through February 28, 2019.**

**FULL-TIME HIRES**

| <b>DATE</b> | <b>DEPARTMENT</b>     | <b>JOB CLASSIFICATION</b>       |
|-------------|-----------------------|---------------------------------|
| 12/03/18    | Police                | Intermediate Clerk              |
| 12/10/18    | AMP                   | AMI System Administrator        |
| 01/07/19    | AMP                   | Senior Energy Resources Analyst |
| 01/07/19    | Community Development | Plan Check Engineer             |
| 01/14/19    | AMP                   | Energy Resources Analyst        |
| 02/04/19    | Public Works          | Maintenance Worker I            |
| 02/11/19    | Police                | Police Officer X 5              |
| 02/19/19    | Fire                  | Firefighter SAFER X 6           |

**RECERT OF FORMER EMPLOYEE TO SAME POSITION**

| <b>DATE</b> | <b>DEPARTMENT</b>     | <b>JOB CLASSIFICATION</b>      |
|-------------|-----------------------|--------------------------------|
| 01/07/19    | Community Development | Combination Building Inspector |

**PROMOTIONS**

| <b>DATE</b> | <b>DEPARTMENT</b> | <b>JOB CLASSIFICATION</b>          |
|-------------|-------------------|------------------------------------|
| 01/06/19    | Fire              | Division Chief                     |
| 01/07/19    | AMP               | Apprentice Lineworker              |
| 01/07/19    | AMP               | Service Lineworker                 |
| 01/20/19    | Human Resources   | Administrative Technician III      |
| 02/04/19    | AMP               | Electrical Distribution Technician |
| 02/04/19    | Finance           | Administrative Technician III      |
| 02/17/19    | Public Works      | Maintenance Worker II X 2          |

**LATERAL TRANSFER**

| <b>DATE</b> | <b>DEPARTMENT</b> | <b>JOB CLASSIFICATION</b>   |
|-------------|-------------------|---|
| 01/07/19    | AMP<br>Formerly   | Apprentice Lineworker<br>Apprentice Electrical Maintenance Technician |

**RETIREMENTS**

| <b>DATE</b> | <b>DEPARTMENT</b> | <b>JOB CLASSIFICATION</b>           |
|-------------|-------------------|-------------------------------------|
| 12/22/18    | Fire              | Firefighter                         |
| 12/22/18    | Fire              | Fire Captain                        |
| 12/27/18    | AMP               | Senior Energy Resources Analyst     |
| 12/29/18    | Fire              | Firefighter                         |
| 12/30/18    | Library           | Library Technician                  |
| 01/08/19    | Fire              | Senior Fire Code Compliance Officer |
| 01/14/19    | Police            | Police Officer                      |
| 02/16/19    | Finance           | Administrative Technician III       |

**SEPARATIONS**

| <b>DATE</b> | <b>DEPARTMENT</b>     | <b>JOB CLASSIFICATION</b>          |
|-------------|-----------------------|------------------------------------|
| 12/15/18    | Police                | Police Officer                     |
| 12/15/18    | Public Works          | Transportation Engineer            |
| 01/03/19    | Finance               | Financial Services Manager         |
| 01/24/19    | Police                | Police Officer                     |
| 01/31/19    | AMP                   | Apprentice Lineworker              |
| 01/31/19    | AMP                   | Electrical Distribution Technician |
| 01/31/19    | City Manager's Office | Assistant City Manager             |
| 02/07/19    | AMP                   | Energy Resources Analyst           |

**5-B. Informational Report, January 03, 2019, Regarding Acknowledgement to Return to Temporarily Vacate Civil Service Position:**

- Jeff DeIBono

**January 14, 2019, Acknowledgement to Move to a Civil Service Position:**

- Daniel Dias
- Timothy Elliot
- Steven Menger
- Ryan Palmer
- Jacob Zinn

6. **ORAL COMMUNICATIONS, NON-AGENDA (PUBLIC COMMENT)**

No comment from public.

7. **CIVIL SERVICE BOARD COMMUNICATIONS (COMMUNICATIONS FROM STAFF)**

President Malloy asked if any Board Member had ethics training questions. Member Barde asked if ethics training was necessary for this Board. Attorney Michael Roush stated we can review the criteria to determine if the Board is required to engage in ethics training.

8. **CONFIRMATION OF NEXT CIVIL SERVICE BOARD MEETING**

Bronstein inquired if meeting Wednesday, July 3, 2019 at 5:00 PM would conflict with vacation plans and it was determined that once summer plans had been settled we could determine next date for Board meeting.

9. **ADJOURNMENT**

Meeting was adjourned at 5:26 p.m.

Respectfully submitted,

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Nancy Bronstein, Human Resources Director  
and  
Executive Secretary to the Civil Service Board