



City of Alameda

Meeting Agenda

Civil Service Board

Wednesday, January 4, 2023

5:00 PM

City Hall, 2263 Santa Clara Avenue, Council
Chambers, 3rd Floor, Alameda, CA 94501

Pursuant to Assembly Bill 361, codified at Government Code Section 54953, Civil Service Board members can attend the meeting via teleconference.

The City allows public participation via Zoom. For information to assist with Zoom participation, please click:

<https://www.alamedaca.gov/zoom>

Please click the link below to join the webinar:

[https://alamedaca-gov.zoom.us/j/82873326071?](https://alamedaca-gov.zoom.us/j/82873326071?pwd=N3FINXVRVIBINUgwaE1iTmxQTHZaQT09)

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Or One tap mobile :

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Or Telephone:

Dial(for higher quality, dial a number based on your current location):

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386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 558 8656 or +1 646
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3325

Webinar ID: 828 7332 6071

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Any requests for reasonable accommodations should be made by contacting the City Clerk's office: clerk@alamedaca.gov or 510-747-4800.

City Hall will NOT be open to the public during the meeting.

- 1 CALL TO ORDER
- 2 ROLL CALL - President Troy Hosmer, Vice President Tim Erwin, Members Donna Hom, Jordan Frank, Diane Lang, and Human Resources Director and Executive Secretary of the Civil Service Board, Jessica Romeo
- 3 CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is made by one of the Civil Service Board members or a member of the public.

[2023-2703](#) Approval of the Minutes of the Civil Service Board Meeting of October 5, 2022

Attachments: [2022-10-5 CSB Minutes - Final](#)

[2023-2704](#) Approval of the Minutes of the Civil Service Board Meeting of July 6, 2022

Attachments: [2022-7-6 CSB Minutes - Final](#)

[2023-2705](#) Approval of the Minutes of the Civil Service Board Meeting of October 6, 2021

Attachments: [2021-10-06 Corrected CSB Minutes - Final](#)

4 REGULAR AGENDA ITEMS

[2023-2706](#) SUMMARY REPORT FOR EXAMINATIONS ELIGIBLE LISTS AND CLASSIFICATIONS FOR JANUARY 2023

Attachments: [Jan 2023 CSB Eligible List - Final](#)

[2023-2707](#) ACTIVITY REPORT - Period of September 1, 2022 through November 30, 2022

Attachments: [1-4-23 CSB Sept1-Nov30](#)

[2023-2708](#) REVIEW OF NEW & REVISED SPECIFICATIONS FOR JANUARY 4, 2023

Attachments: [Staff Report on Job Descriptions](#)
[Assistant General Manager-Administration - Clean](#)
[Assistant General Manager-Administration -Redlined](#)
[Assistant General Manager-Customer & Energy Resources - Clean](#)
[Chief Planning Counsel - Clean](#)
[Chief Utility Technology Officer - Clean](#)
[Stock Clerk - Clean](#)
[Stock Clerk - Redlined](#)
[Storekeeper - Clean](#)
[Storekeeper - Redlined](#)
[Supervisor - Customer Resources - Clean](#)
[Supervisor - Energy Resources - Clean](#)
[AMP Organization Chart](#)
[City Attorneys Office ORG CHART](#)

- 5 ORAL COMMUNICATIONS, NON-AGENDA (PUBLIC COMMENT)**
(Any person may address the Civil Service Board in regard to any matter over which the Civil Service Board has jurisdiction or of which it may take cognizance that is not on the agenda).
- 6 CIVIL SERVICE BOARD COMMUNICATIONS (COMMUNICATIONS AND REQUESTS FROM THE BOARD)**
- 7 CIVIL SERVICE BOARD COMMUNICATIONS (COMMUNICATIONS FROM STAFF)**
- 8 CONFIRMATION OF NEXT CIVIL SERVICE BOARD MEETING**
April 5, 2023 July 5, 2023 October 4, 2023
- 9 ADJOURNMENT**

- Translators or sign language interpreters will be available upon request.
- Equipment for the hearing impaired is available for public use.
- Accessible seating for persons with disabilities (including those using wheelchairs) is available.
- Minutes of the meeting can be made available in enlarged print.
- Please contact the Human Resources Department at (510) 747-4900 or hr@alamedaca.gov at least 72 hours prior to request any reasonable accommodation that may be necessary to participate in and enjoy the benefits of the meeting.
- Documents related to this agenda are available for public inspection and copying at the Human Resources Department (Room 290).
- Sign up to receive agendas here: <https://alameda.legistar.com/Calendar.aspx>
- KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City of Alameda exist to conduct the citizen of Alameda's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.
- FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION: the address is 2263 Santa Clara Avenue, Room 380, Alameda, CA, 94501; phone number is 510-747-4800; fax number is 510-865-4048, e-mail address is lweisiger@alamedaca.gov and contact is Lara Weisiger, City Clerk.
- In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.